

Subject	Fire Prevention Plan (FPP)
Trainer	
Topics covered	<p>The document <i>FPP_01 Fire Prevention Plan</i> outlines what to do to reduce the risk of a fire and what to do during a fire event The FPP is on the Environmental Noticeboard (take the staff to the noticeboard)</p> <p>Outline the procedures for:</p> <ul style="list-style-type: none"> • Ensure that the areas between stockpiles are kept clear at all times (good housekeeping) • 1m freeboard is maintained along firewalls • Ensure fire extinguishers are in place and IBC's contain water • Sandbags checked on daily basis to ensure that they are fit for purpose • If cutting / grinding is required make sure you have water and another person carrying out a fire watch and a Permit to Work has been issued • Waste within the building is covered by the fixed Thermal Imaging Camera, temperatures over 50 degrees to be reported to Management immediately • The Fire Prevention Plan must be reviewed after an incident or change in operations, or as an annual review • If the Fire Prevention Plan is updated, it must be submitted to the EA for approval • Report all fires to the EA using the Schedule 5 form within 24 hours • Carry out a Root Cause Analysis and implement actions <p>Ask if the staff understand the training (ask questions on the topic to make sure that they understand) and ask if there are any questions</p>

All attendees must sign their name to show as evidence that they have understood the training

Name	Signature	Date of Training

