



Task Title: Fire Extinguisher Maintenance

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☒ Apprenticeship ☐

Secondary School ☐ Post Secondary ☐ Independence ☐

Task Description: The learner will read information from the Canadian Centre for Occupational Health and Safety (CCOHS) about inspecting and maintaining portable fire extinguishers, and answer questions.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Read continuous text/A1.2

Materials Required:

- Pen/pencil and paper and/or digital device

Task Title: FireExtinguisherMaintenance_E_A1.2

Learner Information

Portable fire extinguishers must be regularly inspected to ensure they are working properly.

Read “Maintaining and Inspecting Portable Fire Extinguishers”.

Maintaining and Inspecting Portable Fire Extinguishers

As an employer or contractor, you must

- use the proper size of the extinguisher.
- install extinguishers according to the height requirements stated in your jurisdiction's fire code.
- locate extinguishers so they are readily accessible to employees for immediate use.
- make sure that extinguishers are clearly visible, and any location signs are clear.
- mark or label all fire extinguishers clearly with the class of fire it is to be used for.
- make sure that the operating instructions always face outward.
- maintain extinguishers in a fully charged and operable condition.
- keep extinguishers in the designated places at all times (except during use).
- visually inspect portable fire extinguishers monthly.
- use a tag on each extinguisher that shows the dates of inspection, recharging or servicing, the name of the servicing agency, and the name of the person who did the service.
- service portable fire extinguishers at least once a year, or when the monthly inspection indicates servicing is necessary.
- keep written records showing maintenance items such as serial number and type of extinguishers, location, inspection date, description of tests, date of next inspection, date of annual servicing, comments and inspector's signature.
- only allow service by trained persons with suitable testing equipment and facilities.

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Portable fire extinguishers should be inspected at least monthly. Visually check for the following items. Customize this list for your workplace.

- Are the fire extinguishers well supported and hangers are fastened solidly?
- Are the fire extinguishers accessible?
 - Can be easily reached
 - There are no obstructions
 - Location signs are clear
 - Class markings are clear
 - Operating instructions are clear
- Are the extinguishers in good working condition?
 - Discharge opening is clear
 - It is fully charged
 - It has not been damaged or tampered with
 - Hydrostatic testing has been done
- Is the ring pin in place?
- Is the seal intact?

Extinguishers with the following conditions should be removed from service:

- When the cylinder or shell threads are damaged
- Where there is corrosion that has caused pitting, including corrosion under removable name plate assemblies
- When the extinguisher has been burned in a fire

Always check with the supplier or manufacturer if you are not sure about the serviceability of the fire extinguisher.

Sourced from:

https://www.ccohs.ca/oshanswers/safety_haz/fire_extinguishers.html

Work Sheet

Task 1: How often should portable fire extinguishers be serviced?

Answer:

Task 2: List the information that must be included in inspection and maintenance records.

Answer:

Task 3: List 4 indicators a fire extinguisher is in good working condition.

Answer:

Task 4: When should an extinguisher no longer be used?

Answer:

Answers

Task 1: How often should portable fire extinguishers be serviced?

Answer: At least once a year or when the monthly inspection indicates servicing is necessary.

Task 2: List the information that must be included in inspection and maintenance records.

Answer: Serial number and type of extinguishers, location, inspection date, description of tests, date of next inspection, date of annual servicing, comments and inspector's signature.

Task 3: List 4 indicators a fire extinguisher is in good working condition.

Answer:

- Discharge opening is clear
- It is fully charged
- It has not been damaged or tampered with
- Hydrostatic testing has been done

Task 4: When should an extinguisher no longer be used?

Answer:

- When the cylinder or shell threads are damaged
- Where there is corrosion that has caused pitting, including corrosion under removable name plate assemblies
- When the extinguisher has been burned in a fire

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Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.2	scans text to locate information			
	locates multiple pieces of information in simple texts			
	follows the main events of descriptive, narrative and informational texts			
	obtains information from detailed reading			

This task: Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):

Learner (print):
