



Town of Bradley Fire Extinguisher Policy



Overview: This policy is to provide guidance regarding the use, maintenance, and testing of portable fire extinguishers. Please note that the Town of Bradley has an emergency action plan designating that employees are authorized to use the available portable fire extinguishers upon sounding the fire alarm and upon evacuation. It should also be noted, that portable fire extinguishers are intended as the first line of defense to cope with fires of limited size or those in the incipient stage only.

Town Manager Responsibilities:

- The Town Manager shall inspect and document the inspection of all fire extinguishers upon installation and every 30 days thereafter for the following items:
 1. No obstruction to access or visibility.
 2. Operating instructions on the nameplate are legible and facing outward.
 3. Seals and tamper indicators are not broken or missing.
 4. Pressure gauge reading is in the operating range.
 5. Examination for obvious physical damage, corrosion, leakage, or clogged nozzle.
- The Town Manager shall provide that all fire extinguishers are tested by a qualified professional on an annual basis. The Town of Bradley uses Guay Fire Equipment 207-827-2078

Training: All employees shall undergo annual training in the principles of fire extinguisher use and the hazards of incipient stage firefighting. Training will be conducted by an officer of the Bradley Volunteer Fire Department. New hires will be trained within 4 weeks of hire. The training shall be conducted in January of each year and will be documented.

