

## Safe Work Procedure

### Indoor Storage and Usage of Flammable Liquids

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Potential fire Inhalation of chemicals / toxins Burns	Steel toed boots Eye protection Hand protection	Fire Extinguisher Training  WHMIS

Safe Work Procedure:
<ol style="list-style-type: none"> <li>1 Safety containers shall be used at all times and provide content identification and hazard warnings</li> <li>2 Flammable liquids are to be stored in a steel locker</li> <li>3 Water reactive materials are prohibited in flammable liquid storage rooms</li> <li>4 Warning signs alerting emergency personnel to the presence of flammable liquids must be posted at all entrances and storage areas</li> <li>5 Supervisors are to inspect storage rooms quarterly to ensure compliance</li> <li>6 Smoking, open flames, arcs, and spark-producing equipment are prohibited in the area</li> <li>7 Ventilation shall be provided in sufficient quantities to keep the concentration of vapors below 10% of their lower explosive limit.</li> <li>8 Frequent tests shall be made by a competent person to ascertain the concentration</li> <li>9 Scraping and rags soaked with flammable materials shall be kept in a covered metal container</li> <li>10 Suitable fire extinguishing equipment shall be immediately available in the work area and shall be maintained in a state of readiness for instant use</li> <li>11 No more than three storage cabinets of flammable liquids shall be in a single workplace</li> </ol>

***If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure***

#### REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

<b>Guidance Documents/Standards:</b>  MB Workplace Safety & Health Act & Regulations: 6 Personal Protective Equipment 19 Fire and Explosive Hazards 35 Workplace Hazardous Materials Information Systems  Safe Work Bulletin #178	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years  Reviewed By Worker Rep/WSH Committee:  Date:
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