

## **14.27 Fire Prevention Plan**

### Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. in accordance with OSHA 29 C.R.F. 1910.39, to maintain an organizational Fire Prevention Plan.

### Procedure:

The Director of Safety & Security shall oversee implementation of the fire prevention plan.

The Director of Safety & Security and the Transportation and Facilities Supervisor shall conduct an annual review of the fire prevention plan.

Annually, the review results and/or recommended changes shall be presented to the Licking/Knox Goodwill Industries, Inc. Safety and Security Committee for recommendation to the CEO/President for final approval.

Immediate alterations deemed necessary to the fire prevention plan may be presented to the CEO/President for approval between annual review periods.

The Fire Prevention Plan shall be made available in written form at all Licking/Knox Goodwill Industries, Inc. worksites.

Supervisors, in conjunction with divisional directors and coordinators, shall be responsible for ensuring employees receive appropriate fire safety training and for notifying the Director of Safety & Security when changes in operation increase the risk of fire. Supervisors, in conjunction with divisional directors and coordinators, are also responsible for enforcing the Licking/Knox Goodwill Industries, Inc. fire prevention and protection policies.

For employees at Goodwill's contract sites, all staff shall become familiar with and adhere to the contract customer's fire prevention policies. In addition, Goodwill contract site employees shall comply with all guidelines of the Licking/Knox Goodwill Industries, Inc. fire prevention plan relative to and/or under the direct control of Goodwill employees at their worksite. Any contract customer fire prevention guideline(s) believed to be in direct contrast to the Licking/Knox Goodwill Industries, Inc. fire prevention plan shall immediately be reported to the Director of Facilities and/or the Transportation and Facilities Supervisor for review of compliance with OSHA and National Fire Protection Agency standards.