

**Health, Safety and
Environmental Manual**

FIRE PROTECTION PROGRAM

FIRE PROTECTION POLICY

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1.0 OBJECTIVE

This objective of this program is to establish the criteria for fighting fires by personnel at B&B Gas Well Services, LLC owned or operated facilities and locations.

2.0 SCOPE

- 2.1 The provisions of this program are applicable to all employees (including contract and temporary employees) of B&B Gas Well Services, LLC (“B&B” or “the Company”). This program applies to all employees who work with or whose job responsibilities require them to be familiar with the contents of this program, whether they work at any B&B or customer facility or field location.
- 2.2 As with all B&B policies and procedures, should our client's policies and/or procedures be more stringent than B&B's, then the more stringent policy/procedure applies, so long as it does not endanger the employees' life or health, nor endanger the environment or the general public.
- 2.3 Management will review and evaluate this Policy on an ongoing basis, or when operational changes within a facility occur that require revision. Effective implementation of this Policy requires support from all levels of Management within the Company. This written Policy shall be communicated to all personnel that are affected by it, and supersedes any similar policy.

3.0 REFERENCES

Occupational Safety and Health Administration, Department of Labor; 29 CFR 1910.106, 1910.155-165, 1910 Subpart L, Subpart L Appendix A-E.

4.0 TRAINING

Training is required for all new employees, as part of new employee orientation, prior to start of work. Refresher training is required for all employees on an annual basis. This will cover the types, proper use, inspection and maintenance, where applicable, of fire extinguishers, foaming systems and alarm systems. Additional information will be covered in site-specific emergency response training and site drills.

5.0 RESPONSIBILITIES

- 5.1 It is the responsibility of management to implement, support and enforce this program, to periodically review and evaluate its overall effectiveness, and to make modifications as necessary.
- 5.2 B&B employees (as listed in Section 2.0) shall be familiar with and comply with the contents of this program.
- 5.3 The employee has the responsibility as well as the authority to stop any job or task conducted in an unsafe manner and should immediately request Supervisor involvement to rectify the issue. The employee's judgment call, when made in good faith and using good judgment, shall be considered commendable even

though the conclusion of the investigation might be found to the contrary. However, if the judgment call was not made in good faith and using good judgment, or was found to be insincere, the employee may be subject to disciplinary action in accordance with this Policy.

- 5.4 Enforcement of this Policy is the responsibility of each and every employee of B&B. For any violation of this Policy, whether willful or through negligence, the Designated Person In Charge, Immediate Supervisor and/or Company Manager shall have the responsibility as well as the authority to pursue corrective action in accordance with this Policy.
- 5.5 It is the policy of B&B that fires beyond the incipient stage shall not be fought by company personnel.
- 5.6 Only personnel who have received training in the use of portable fire extinguishers shall fight incipient stage fires.

6.0 DEFINITIONS

Alarm – a device for warning of necessary emergency action as called for in the Emergency Action Plan or for reaction time for safe escape of employees from the workplace or the immediate work area or both.

Classification of Fires:

Class A Fire – Paper, wood, etc.;
Class B Fire – Flammable or combustible liquids;
Class C Fire – Electrical;
Class D Fire – Metals.

Foam – a stable aggregation of small bubbles which flow freely over a burning liquid surface and form a coherent blanket which seals combustible vapors and thereby extinguishes the fire.

Incipient Stage Fire – a fire which is in the initial or beginning stage and which can be controlled or extinguished by portable fire extinguishers, Class 2 Stand Pipe, or small hose system without the need for protective clothing or breathing apparatus.

Small Hose System – a system of hose ranging from 5/8" (1.6 cm) up to 1 1/2 inch (3.8 cm) which is for the use of employees and which provides a means for the control and extinguishment of incipient stage fires.

7.0 HAZARD DETERMINATION

- 7.1 Consideration must be given to storage and use of flammable liquids, combustible materials, construction material, and locations of welding or other spark-producing or open-flame processes.

7.2 All means of egress should be determined and communicated to all personnel.

7.3 All means of fire protection should be determined and communicated to all personnel.

8.0 ENGINEERING CONTROLS

8.1 Fire extinguishers, small hose systems, alarm systems, foam systems and employee training serve as engineering controls, as well as approved storage of flammable and combustible liquids and materials, approved site-specific emergency evacuation plans and communication with local emergency response preparedness teams.

8.2 Monthly inspections shall be conducted by the Designated Person for the proper maintenance and care of all firefighting equipment and proper storage of all flammable materials.

9.0 PROCEDURES

9.1 Firefighting

9.1.1 Once a fire is deemed to be beyond the incipient stage, all personnel should evacuate the facility, following established evacuation plans.

9.1.2 Unless you are trained to fight a fire, your only duty can be to sound the alarm and save your life. In case of fire, the following procedure should be used:

9.1.2.1 Summon help. Do not fight a fire before alerting someone else.

9.1.2.2 Analyze the situation, considering:

- Is there a threat to life?
- Damage to public property?
- Evacuate or is extinguishing the fire possible?
- Do you have a safe exit to your rear if the attempt to extinguish the fire is unsuccessful?
- Is notification and assistance from outside authorities appropriate?
- Are hazardous or toxic chemicals present?

9.1.3 Isolate all fuel sources and/or threatened facilities.

9.1.4 Fire fighting in the initial stages is considered incipient fire fighting. Do not fight fires beyond the incipient stage unless you are trained and equipped to do so as part of a fire brigade or emergency response team.

9.1.5 Locate the firefighting equipment and approach the fire from the upwind direction. In case of a gas fire, extinguish the fire by shutting off the fuel source.

9.2 Fire Prevention Guidelines

9.2.1 Class A fire materials (paper, wood, combustibles) should not be stored in work areas.

9.2.2 Keep all buildings in which solvents or chemicals are being handled well ventilated at all times.

9.2.3 Report and repair all hydrocarbon liquid or gas leaks immediately. If immediate repairs are not possible, post an adequate warning sign, isolate the area and take extra precautions against fire.

9.2.4 In the event of a hydrocarbon liquid or gas leak, extinguish all fires and remove other sources of ignition immediately. Shutdown engines and other potential sources of ignition. Report the leak promptly to the supervisor in charge. Shut off fuel supply or process if possible.

9.2.5 Use soapsuds when testing for gas leaks on connections. Never use an open flame.

9.2.6 Use gasoline/diesel as a motor fuel only. Using gasoline/diesel as a cleansing agent on B&B property is strictly forbidden. Use a high flash point (140^o+ F) safety solvent to clean tools, machinery and other similar equipment. Wear gloves made of hydrocarbon-resistant rubber to protect hands.

9.2.7 Transport gasoline/diesel only in approved, clearly marked containers. Never place gasoline containers inside car or truck passenger compartments.

9.2.8 When transferring hydrocarbon (especially "flashing" liquids) from a line or vessel to another container, the source container should be electrically bonded to prevent ignition due to static electricity.

9.3 No Smoking Areas

9.3.1 Smoking is only permitted in designated safe areas. Designation of these boundaries is the responsibility of the supervisor and Company Manager. Smoking is strictly prohibited on customer locations.

9.3.2 No smoking, lighters or matches are allowed within the restricted zone.

9.4 Out of service equipment

9.4.1 An area should be designated for storage of non-functioning firefighting equipment.

9.4.2 Equipment that cannot be put into its designated area should be clearly marked "out of service."

9.5 Fire hazards

9.5.1 An area that is deemed flammable due to a spill or leak of a flammable substance should be barricaded until the hazard can be eliminated.

9.5.2 Ignition sources shall be eliminated until the hazard is removed.

10.0 CONTRACT AND/OR TEMPORARY EMPLOYEES

10.1 The provisions of this procedure apply to all contract and temporary employees of B&B.

10.2 When contractors and temporary employees are present at Company locations, they must be provided with information related to the Fire Protection Program. This should be conducted in a brief safety meeting (or other communication method) prior to commencement of work.

11.0 DOCUMENTATION

Proper record keeping is as important as the inspection, maintenance and recharging of all firefighting equipment. This firefighting equipment must have a tag or label securely attached that indicates the month and year the maintenance recharging or testing was performed and identifies the person performing the service. At least monthly, record the date the inspection was performed and the initials of the person performing the inspection. In addition to the required tag or label, a permanent file record for each piece of firefighting equipment shall be maintained for thirteen months. This record file must show:

11.1 Maintenance date;

11.2 Name of the person or agency performing the maintenance;

11.3 Date of last recharge;

11.4 Name of the person or agency performing the hydrostatic test;

11.5 Description of dents remaining after passing a hydrostatic test;

11.6 Date of last testing;

11.7 Water pressure (applicable to stand pipes and sprinklers);

11.8 Third party testing (annually) on all fire fighting equipment.

NOTE: Replace all fire extinguishers immediately upon removal from service so that an adequate quantity is available for use, including service for recharging, inspection or replacement.

12.0 FORMS

Not applicable.