



Fire Prevention Plan (FPP)

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The purpose of the fire prevention plan is to prevent a fire from occurring in a workplace. It describes the fuel sources (hazardous or other materials) on site that could initiate or contribute both to the spread of a fire, as well as the building systems, such as fixed fire extinguishing systems and alarm systems, in place to control the ignition or spread of a fire.

Fire Prevention Plan Requirements

A fire prevention plan must be in writing, be kept in the workplace, and be made available to employees for review. However, an employer with 10 or fewer employees may communicate the plan orally to employees. [1910.39\(b\)](#)

At a minimum, your fire prevention plan must include:

A list of all major fire hazards, proper handling and storage procedures for hazardous materials, potential ignition sources and their control, and the type of fire protection equipment necessary to control each major hazard; [1910.39\(c\)\(1\)](#)

Procedures to control accumulations of flammable and combustible waste materials; [1910.39\(c\)\(2\)](#)

Procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible materials; [1910.39\(c\)\(3\)](#)

The name or job title of employees responsible for maintaining equipment to prevent or control sources of ignition or fires; and [1910.39\(c\)\(4\)](#)

The name or job title of employees responsible for the control of fuel source hazards. [1910.39\(c\)\(5\)](#)

An employer must inform employees upon initial assignment to a job of the fire hazards to which they are exposed. An employer must also review with each employee those parts of the fire prevention plan necessary for self-protection. [1910.39\(d\)](#)

