

# **SUGGESTED FORMAT FOR FIRE SAFETY ANALYSIS ALTERNATIVE**

This is a suggested format. Other formats that provide the required information are acceptable. Some requested information may not be appropriate for some locations.

## **Section 1 Property Information ·**

Business Name: ·  
Address of Business: ·  
Address of LP-Gas Bulk Storage (if different) ·  
GPS Coordinates of LP-Gas Bulk Storage (if available) ·  
Telephone Number: ·  
Property Owner: ·  
Property Owner Address: ·  
Property Owner Telephone Number: ·  
Occupant Business Owner: ·  
Occupant Business Owner Address: ·  
Occupant Business Owner Telephone Number:

## **Section 2 Emergency Contacts Listing ·**

List at least one emergency contact (a responsible person for this site). Include name, address, and telephone number. Two or more contacts are better.

## **Section 3 Review of Adjacent Properties and Onsite Exposures**

### **-Hazards from and to Adjacent Properties**

1. State general population, activities, and types of occupancies adjacent to site, carefully identifying outdoor places of public assembly. Also carefully identify neighbors that, if something goes wrong, could adversely impact safety on the LP-Gas storage site or hinder access to or from the site.
2. State how the requirements of NFPA 58, the LP-Gas Code, are met, mostly the separation requirements. ·

### **-Onsite Exposures**

1. State onsite storage capacity (number of containers and size of each and the total capacity).
2. Include drawing showing site and placement of containers, buildings, and other pertinent features.
3. State distances from container to adjacent properties.
4. State distances from container to onsite buildings, other features, and property lines.
5. State how the requirements of NFPA 58, the LP-Gas Code, are met, mostly the separation requirements.

## **Section 4 Site Emergency Access ·**

List the name(s) of highway(s) or road(s) to be used as access route(s) to the site. · List primary access route and secondary access route(s).

**Section 5 Emergency Controls ·**

Identify and describe the location of emergency shutdown controls. State how they are to be used to stop product release.

**Section 6 Normal Controls ·**

Identify, locate, and describe normal shutdown controls and valves.

**Section 7 Emergency Responder Training ·**

Describe the training given to emergency responders to familiarize them with the site, emergency controls, and emergency shutdown procedures. Training would normally be for those familiar with fire fighting or dealing with hazardous materials.

**Section 8 Emergency Contact List Posting ·**

Determine the best location to post emergency contact names and telephone numbers. · State if list has been posted at stated location.

**Section 9 Emergency Responders ·**

List the probable emergency responders (organizations, not individuals) for this location.

1. Fire department
2. Police
3. Medical

**Section 10 Water Supply ·**

Describe the source of water to be used, if needed, to fight a fire, cool the LP-Gas tank(s), or other wise mitigate an incident at the site.

1. If fire hydrants, state direction and distance to closest hydrant(s) and flow rate available (obtained from fire department).
2. If lake or pond, state the direction and distance and any access requirements.
3. If transported to site by fire or tanker truck, state capacity and expected response time.

**Section 11 Documentation of Meeting ·**

Representatives of the site owner/operator, supplying LP-Gas company, and fire officials must be present at the meeting to exchange information between the owner and the emergency responders. · List each representative's name, position, address, and telephone number. Provide a place for each representative's signature. ·

Each representative must sign in the designated place. ·

State the location, date, and time of the meeting.

This document must be kept onsite and immediately available for review by the LP-Gas Inspector. It is suggested that the emergency responders be provided a copy of the document. For non-LP-Gas company locations, it is suggested that the LP-Gas company be provided a copy of the document.

This document must be updated and another meeting held when significant changes are made to the site. Examples of changes requiring an update would include, but not be limited to, adding more storage, changing emergency shutoff controls, changing of the water supply, increase or change of the type of neighboring population, new buildings or changes of occupancy that change the exposures to and from the site.