

MAINTENANCE

Portable fire extinguishers must be serviced yearly, at the time of the hydrostatic testing, or if physical damage to the extinguisher is visible during a monthly inspection.

Service/maintenance is a detailed examination of the portable fire extinguisher.

It is done to guarantee that the extinguisher will operate correctly and safely. Maintenance is another word for repairs, recharging or replacement of the extinguisher.

IF YOUR EXTINGUISHER IS BEING TAKEN AWAY FOR SERVICE, INSIST ON RECEIVING A SIMILAR REPLACEMENT IMMEDIATELY IN CASE OF ANY FIRE EMERGENCY.

THE NEW PFE TAG MUST HAVE THE:

- Information of servicing company (name, address, phone number, Company ID) & date of the service;
- Month, year and type of extinguisher bought;
- Certificate of Fitness holders information (Full name & Certification of Fitness number);
- Clear indication of what was done.

FAQs

HOW DO I CHOOSE A PORTABLE FIRE EXTINGUISHER SERVICE COMPANY?

Only buy from an approved company that is listed on the FDNY website. The list of approved companies is updated every 30 days.

Here is the link and QR code to the website.

<http://www1.nyc.gov/site/fdny/business/all-certifications/portable-fire-extinguishers-company-certificates.page>



CAN A SERVICING COMPANY CONDUCT SERVICE IF THEIR APPROVAL OR INSURANCE IS EXPIRED?

No! You must check the Fire Departments website for the list of approved servicing companies.

WHAT RISKS DO I RUN IF SERVICING IS NOT PERFORMED BY AN FDNY APPROVED COMPANY?

First of all, you are risking your business, possessions, your customers, first responders, and the public. Secondly, you may receive violation(s) if unsafe conditions exist at your business. Further, shall a fire occur, your insurance company may have an issue with any claims you make.

HOW DO I KNOW IF THE SERVICE COMPANY PERFORMED A CORRECT INSTALLATION AND SERVICING JOB?

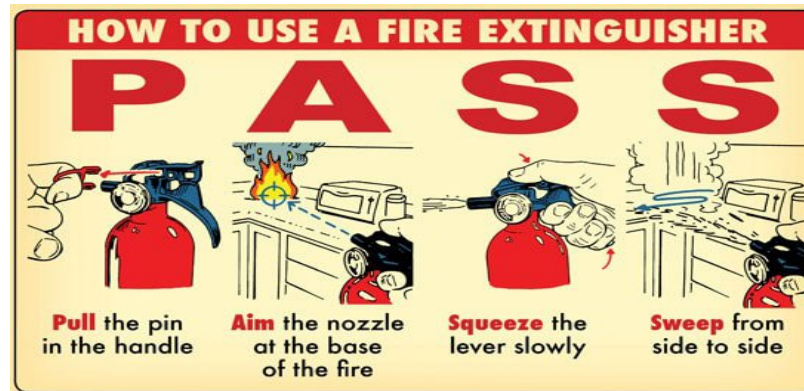
First, make sure the company delivering extinguishers is authorized and is still on the FDNY approved list. Second, make sure all tags are attached and completed.

WHAT TYPE OF EXTINGUISHER DO I NEED?

An ABC extinguisher is the most common extinguisher used. However, approved service company will tell you exactly which extinguisher you need at your business.

HOW DO I USE FIRE EXTINGUISHER?

Instructions on proper use can be found on the extinguisher label. Use the P.A.S.S. acronym. Pull the pin in the handle, Aim the nozzle at the base of the fire, Squeeze the level slowly, and Sweep from side to side.



HOW DO I REPORT ILLEGAL COMPANY OR POSSIBLE FRAUD/COUNTERFEITING WITH THE SERVICE COMPANY?

You should IMMEDIATELY report any issues to the FDNY by calling 718-999-2533. You can also write to: pubcert@fdny.nyc.gov



PORTABLE FIRE EXTINGUISHERS IN YOUR BUSINESS



INTRODUCTION

Portable fire extinguishers are important for every business. Fires in premises occur often, and any fire can be a disaster that may lead to a loss of property, or even life. The Fire Department has rules which can help you operate in a SAFE manner. It is your responsibility to follow all the rules.

This pamphlet covers important safety information for making sure Portable Fire Extinguishers at your business will operate, if ever there is a need.

As a business owner, it is your responsibility to make sure that portable fire extinguishers are properly inspected and serviced.

HOW MANY PORTABLE FIRE EXTINGUISHERS SHOULD YOUR BUSINESS HAVE?

Consult with the fire extinguisher sales company to determine the number and the ideal location of the portable fire extinguishers that is needed for your business.

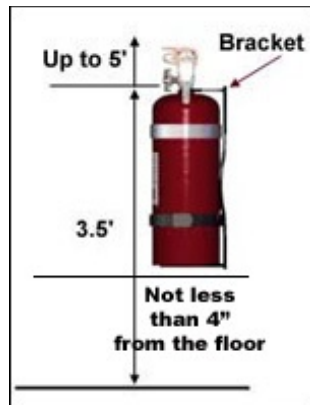
PURCHASING AND INSTALLATION OF PORTABLE FIRE EXTINGUISHERS

Purchase extinguishers ONLY from a licensed and certified FDNY Portable Fire Extinguisher company. As a business owner, you should call several companies for the best price.

There are 2 lists on the FDNY website, one is for sales, and the other is for full service portable fire extinguisher company. Full service can sell and service extinguishers. Sales company can only sell.

AFTER THE INSTALLATION, THE EXTINGUISHER (see image) MUST:

- NOT be placed on the floor;
- have the bottom be at least 4 inches off the floor;



- NOT have the top be higher than 5 feet from the floor.

WHAT IS A MONTHLY INSPECTION AND WHO CAN DO IT?

A visual inspection is a monthly "quick check" that any trained individual can do (a Certificate of Fitness is NOT required).

All fire extinguishers must be fully charged, tagged and be ready to operate.

MONTHLY INSPECTION PROCEDURES

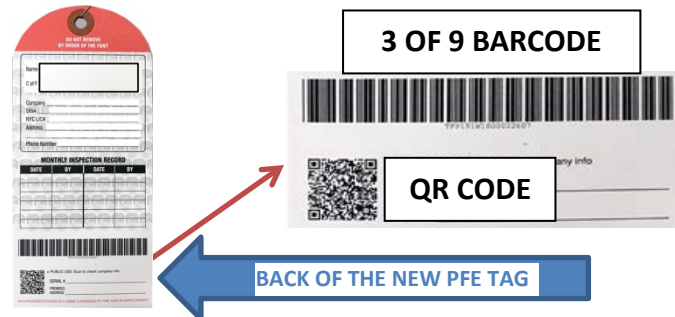
Inspection of extinguishers must include a check of the following items:

- Properly mounted on wall and in the correct location;
- Immediately accessible;
- Operating instructions are on the nameplate which is facing outward;
- Check for physical damage;
- Tag is attached;
- Pressure gauge reading in the good range (should be in green area);
- Be dated and initialed after each monthly inspection.



NEW PFE TAGS COME WITH SECURITY MEASURES, WHICH INCLUDE:

- **QR code:** Allows public and FDNY inspectors to access the FDNY approved company list.
- **Hologram:** Virtually impossible to copy.
- **3 of 9 Barcode:** A widely used barcode standard that includes capital letters, numbers, and several symbols.



TIPS

- A real hologram strip is 3 inches long by ¼ inch wide.
- Counterfeit tags will **NOT** have a high quality silver hologram.
- The hologram on a counterfeit tag will NOT change color as it is moved against the light.

NEW PORTABLE FIRE EXTINGUISHER TAGS WILL BEGIN APPEARING AT PREMISES STARTING IN NOVEMBER 2018. FULL COMPLIANCE OF NEW TAGS IS MANDATORY BY NOVEMBER 2019.

WHAT NEEDS TO BE KEPT AFTER SERVICE?

As a customer, you should always get a service or purchase receipt.

THE RECEIPTS MUST CLEARLY INCLUDE:

- name(s) of technician that did the work;
- phone number of the company;
- if equipment is new or previously used;
- extinguisher model number.