

**MARATHON OIL COMPANY  
UPSTREAM NORTH AMERICAN OPERATIONS  
HEALTH, ENVIRONMENT, AND SAFETY STANDARDS**

<u>Standard No</u>	<u>Title</u>	<u>Standard Category</u>	<u>Revision Date</u>
<b>POL - 001</b>	<b>Fire Fighting Policy</b>	<b>Safety</b>	<b>May 8, 2008</b>
Records Retention Custodian:	Corporate HES	Review Due Date:	April 2010

## **APPROVALS**

This policy ensures that only designated and trained employees are authorized to attempt extinguishment of incipient stage fires. Marathon employees are not authorized to attempt extinguishment of fires beyond the incipient stage.

Approved: Signed Original In NAPO - HES June 6, 2008  
B. D. Hutchison – HES Manager – NAPO Date

Approved: Signed Original In NAPO - HES June 6, 2008  
S.P. Guidry – Regional Vice President - NAPO Date

## **POLICY**

Marathon Oil Company Upstream U.S. Operations employees are not authorized to attempt to extinguish any fire that has progressed beyond the incipient stage. Additionally, only those employees who have been adequately trained on the use of fire extinguishers and/or Class II standpipes or small hose systems are authorized to fight incipient stage fires.

## **CONTENTS**

1. [Scope](#)
2. [Purpose](#)
3. [References](#)
4. [Definitions](#)
5. [Responsibilities](#)
6. [Training](#)

7. [Documentation](#)

8. [Procedures](#)

A. [Attachments](#)

## 1. SCOPE

This program applies to all personnel (employee, consultant, agency, contract, and subcontract - casual, full and part-time) working anywhere within the North America Production Operations.

## 2. PURPOSE

The purpose of this policy is protect employees from injury due to fire by ensuring that personnel are properly trained in the actions to be taken in response to a fire.

## 3. REFERENCES

3.1 Code of Federal Regulations, Title 29, Part 1910 Subpart L – Fire Protection

3.1.1 [Part 1910.155 – Scope, Application and Definitions](#)

3.1.2 [Part 1910.157 – Fire Extinguishers](#)

## 4. DEFINITIONS

4.1 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 II standpipe systems or small hose systems without the need for protective clothing or breathing apparatus.

4.2 Small Hose System - A system of hoses ranging in diameter from 5/8" (1.6 cm) to 1 1/2" (3.8 cm) which is for the use of employees and which provides a means for the control and extinguishment of incipient stage fires.

4.3 Standpipe Systems

4.3.1 Class I standpipe system means a 2 1/2" (6.3 cm) hose connection for use by fire departments and those trained in handling heavy fire streams.

4.3.2 Class II standpipe systems means a 1 1/2" (3.8 cm) hose system which provides a means for the control or extinguishment of incipient stage fires.

4.3.3 Class III standpipe system means a combined system of hose which is for use of employees trained in the use of hose operations and which is capable of furnishing effective water discharge during the more advanced stages of fire

(beyond incipient stage) in the interior of workplaces. Hose outlets are available for both 1 ½" (3.8 cm) and 2 ½" (6.3 cm) hose.

- 4.4 Trained means having completed the process of becoming proficient through instruction and hands-on practice in the safe operation of the equipment.

## 5. RESPONSIBILITIES

- 5.1 Employees are responsible for:

- 5.1.1 Being familiar with the facility emergency action plan/station bill, understanding the actions to be taken, and ensuring, that in the event of fire, emergency actions are initiated promptly;
- 5.1.2 Knowing whether or not they are authorized and trained to attempt extinguishment of incipient stage fires; and
- 5.1.3 Understanding that injury prevention is Marathon's highest priority, and that fighting incipient stage fires when authorized, should only be undertaken when it can be done safely.

- 5.2 Management is responsible for:

- 5.2.1 Implementing, and enforcing the procedures contained in this standard.

- 5.3 HES Managers are responsible for:

- 5.3.1 Ensuring that business unit personnel understand their responsibilities under this policy.

- 5.4 Non-Marathon Personnel are responsible for:

- 5.4.1 Being familiar with the facility emergency action plan/station bill, understanding the actions to be taken, and ensuring that in the event of fire those actions are initiated promptly;
- 5.4.2 Knowing whether or not they are trained and authorized to fight incipient stage fires, and that attempting to fight an incipient stage fire should only be undertaken if it can be done safely; and
- 5.4.3 Understanding that injury prevention and life safety are Marathon's highest priorities.

## 6. TRAINING

- 6.1 Personnel who are authorized to respond to incipient stage fires shall receive initial training and annual refresher training.

## 7. DOCUMENTATION

7.1 The following documents are required to be retained in accordance with this policy:

<u>Record</u>	<u>Custodian</u>	<u>Retention</u>
Training Records	HES Department	96 months after separation

## 8. PROCEDURE

8.1 Each component shall prepare fire response plans for facilities and operations and communicate the actions required by these plans and the requirements of this policy to all affected personnel.

8.2 Each component shall identify persons who are expected to respond to fires and provide appropriate fire fighting training.

8.2.1 Provide adequate fire fighting training and equipment to enable **authorized** personnel to initiate rapid manual response actions against incipient stage fires. Only those persons who have been trained on the use of fire extinguishers and/or Class II standpipes or small hose systems are authorized to fight incipient stage fires. **Personnel shall not attempt to extinguish any fire that has progressed beyond the incipient stage.**

8.2.2 For fires that progress beyond the incipient stage, the Company will ensure that the shutdown systems, fire protection measures, and/or external emergency response resources arrangements are adequate and minimize the need for manual fire fighting.

8.2.3 Should the need be identified for Marathon employees to conduct advanced fire fighting tactics for a specific facility, this standard shall be revised and a fire fighting HES standard developed to ensure comprehensive employee safety and training requirements are established.

## ATTACHMENTS

A.1 [Operating Component Restrictions](#)

A.2 Forms

A.3 Web Links to Other Resources

A.3.1 [Operating Component Best Practices](#)

A.3.2 Company Web Links

A.3.2.1 [Marathon HES Homepage](#)