



PCB Fire Procedure

Standard
Operating
Procedure

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	<h1>PCB Fire Procedure</h1>	<p>Standard Operating Procedure</p>
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1.0 Purpose

This SOP provides:

- A standard to follow when confronted with a fire at any SaskPower facilities containing PCBs.
- This SOP will reduce the risk of serious injury, property damage or death from a PCB fire. PCB fires can produce toxic vapors when heated, which if inhaled, can be harmful.

2.0 Roles and Prerequisites

Role(s)	Quantity Required	Prerequisites
SaskPower Employee/Contractor	1 or more	<ol style="list-style-type: none"> 1. Standard Protection Code Distribution course 2. SaskPower Safety and Environment Rulebook 3. Incident Command System training

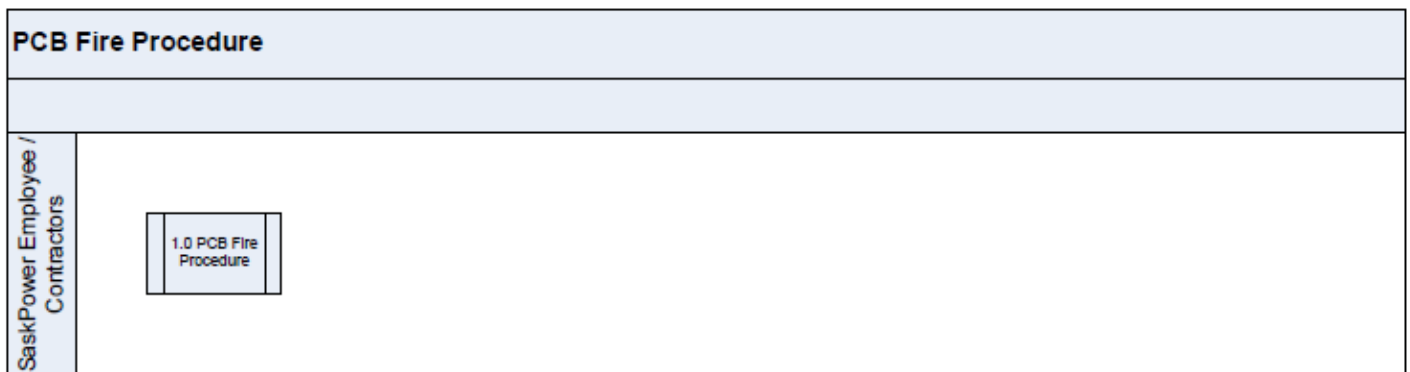
3.0 Tools and Equipment

Minimum Tools and Equipment Required:

- Bonding and Grounding
- Personal Protective Equipment

4.0 Procedure

High Level Flowchart



The Procedure

NOTE: The following requirements shall be met prior to the start of the procedure:

- Complete Hazard/Aspect and Risk Assessment
- Applicable Personal Protective Equipment (PPE) is available and in good condition

1.0 PCB Fire Procedure

NOTE: Refer to the *PCB Handling - Personal Protective Equipment Reference Document* when there is risk of exposure to PCBs.

1.1 Assess the Situation

1.1.1 SaskPower Employee(s)/Contractor(s) shall contact the local fire department.

- *Alert the fire department that there may potentially be PCBs present at the location*

1.1.2 SaskPower Employee(s)/Contractor(s) shall review and follow these steps:

- *Secure the area and make it safe for both you, the public and first responders*
 - Consider downwind smoke fumes
 - A secured distance of 30m for the pole transformers and 100m for ground transformers is recommended regardless of type of fire
- *Determine if affected equipment contain PCBs*
 - Refer to the "Identify Oil-Filled Equipment Containing PCBs Standard Operating Procedure"
- *Determine if it is safe to leave the scene to de-energize the line*

1.2 Call for Assistance as Needed

1.2.1 The initial SaskPower Employee(s)/Contractor(s) onsite shall review and follow these steps:

- *Contact on-call T&D Supervisor and the Grid Control Centre (if unaware)*
- *Contact the Incident Reporting Line at (306) 566-6200, Contact Safety (1), Environment (2), and Security Line (3)*

1.2.2 SaskPower Employee(s)/Contractor(s) shall convey the following information to the on-call personnel:

- *What is the nature of the business disruption?*
- *How large an area is affected i.e., have multiple Critical Business Functions been impacted?*
- *Is the primary work location still accessible? Are there any potential safety risks? Can the situation worsen suddenly?*
- *Is this likely going to be a prolonged business disruption?*
- *What initial resources are required?*
- *Is support required from Safety/Environment/Security?*
- *What type of support is required from Safety/Environment/Security?*

1.2.3 The initial Safety, Environment and Security line on-call representative shall contact the following areas:

- *The other supporting Safety, Environment and Security line representatives e.g. Safety will contact Environment and Security*
- *Safety will contact the Government of Saskatchewan's Emergency Management and Fire Safety Department (EMFS)*
 - The EMFS 24 hour reporting line is 1-888-757-5911
 - Notification of fire location and type, and the hazards and any potential risks to public safety
 - The Government of Saskatchewan, EMFS, will alert the downwind stakeholders and first responders of any actual or potential PCB hazard

NOTE: Allow the Fire Department at the scene to put out the PCB fire; SaskPower Employee(s)/ Contractor(s) to assist with the de-energizing of the equipment.

1.3 Assume the Role of the Incident Commander (IC)

1.3.1 The most ICS qualified individual on site shall assume the role if IC.

- *For information of the role and responsibilities of the IC, refer to the "Incident Command System - Incident Response Process Standard Operating Procedure".*

1.4 Coordination with First Responders

1.4.1 IC shall report any existing or potential hazards (electrical or others) that may be present upon arrival on scene.

1.4.2 First Responders shall take control of the scene until fire and the area are stabilized.

- *IC will coordinate with First Responders and provide electrical assistance and guidance (if required)*
- *IC will coordinate with First Responders in an attempt to minimize the area contaminated and contamination of storm water drains and surface water*

1.5 De-energize the Line

1.5.1 SaskPower Employee(s)/ Contractor(s) shall assess the situation and de-energize the line if safe to do so:

- *Utilize a bucket truck in all situations that are accessible to a bucket truck*
- *If you are not able to de-energize the line to extinguish the fire, then letting the pole burn is an option*
- *Although the fire may appear out, remember there may still be hot spots in the pole*

1.6 Demobilization

1.6.1 As the incident becomes stabilized, the IC shall determine what resources are still required and begin to release resources back to regular work areas.



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1.7 Incident Reporting

1.7.1 IC shall provide regular situation reports to SaskPower Executive and ICS staff using the ICS 201 form. This will ensure a common message and action plan throughout the incident.

1.8 Post Incident Debrief

1.8.1 Following the incident, the IC shall conduct an incident review or complete a debrief meeting. This is an opportunity to discuss lessons learned to improve the incident response.

5.0 Components

The following is a list of components for this SOP which can be accessed through the SOP System:

Component Name	Component Type	Component Description	Location of Component
PCB Fire Procedure Flowchart	Flowchart	A high level and mid-level flowchart for the procedure	SOP Online - SOP Bundle: PCB Fire Procedure Standard Operating Procedure
ICS Form 201	Form	Form that must be completed when a PCB fire occurs	SOP Online - SOP Bundle: PCB Fire Procedure Standard Operating Procedure
PCB Handling - Personal Protective Equipment	Reference Document	This reference document provides information on PPE requirements when there is risk of exposure to PCBs.	SOP Online - SOP Bundle: PCB Fire Procedure Standard Operating Procedure

6.0 Acronyms, Definitions and Symbols

Acronyms and Abbreviations

PCB - Polychlorinated Biphenyls

PPE - Personal Protection Equipment

WHMIS - Workplace Hazardous Materials Information System

TDG - Transportation of Dangerous Goods

ICS - Incident Command System

IC - Incident Commander

EOC - Emergency Operations Centre

IAP - Incident Action Plan



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Definitions

SaskPower Employee/Contractor - Any person(s) working for on behalf of SaskPower

SaskPower Manager - Out-of-Scope Supervisor

Contract Administrator - Any SaskPower employee responsible for contracted staff/resources

Equipment - Any material that contains PCBs in a concentration greater than or equal to 2ppm or unknown

Symbols

N/A

7.0 Policies and Regulatory Requirements

This SOP is a result of the following regulations, policies, industry standards, and corporate directives and standards:

Regulatory Requirement(s)

- Saskatchewan Employment Act, 2014
 - Occupational Health and Safety Regulations, 1996, Part XXX, Section 451 - 452

Policies

- Job Hazard Assessment Policy
- Health, Safety and Environment Policy
- Personal Protective Equipment

Standards

- N/A

Other

- SaskPower Standard Protection Code
- SaskPower Safety and Environment Rulebook
- Applicable Health, Safety and Environmental Policies, Standards and Processes

8.0 References

References

SaskPower Standard Protection Code