

YOUNGSTOWN STATE UNIVERSITY

FIRE EXTINGUISHER ACQUISITION POLICY

Portable fire extinguishers on campus can be obtained only by authorized personnel. A stock of the most frequently used types of extinguishers is kept and maintained at the Chemical Management Center. These are kept for emergency situations due to discharge or vandalism. For an authorized person to acquire an extinguisher they should do the following.

- A. Call the Chemical Management Center at extension 3703 to make arrangements to exchange the fire extinguisher or to report a unit stolen. Stolen units will be replaced upon notification.
- B. Take the discharged, non-working or vandalized extinguisher to the CMC which is located in Room 205, Ward Beecher Hall.
- C. Complete and sign a Fire Extinguisher Report Form. The form will ask for the location and reason for the discharge.
- D. Obtain the replacement extinguisher and put it in the old one's place.

Note: Fire extinguishers can be used on a temporary basis (football game fireworks) and returned when finished.