

Ethanolamines/Glycol Ethers

Tier 3 Procedure

Section Number: 1106
Issue Number: 2.1
Origination Date: 09-01-91 **Author:** Ron Pepitone
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Title: Smoke Or Fire In The MCC (Motor Control Center)
References: Glossary Of Equipment Identification (Text#114)

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1106 Smoke Or Fire In The Motor Control Center

1.0 Objective:

- 1.1 To standardize a procedure for responding to smoke or fire in the motor control center. To prevent injury to personnel and damage to the environment.

2.0 Responsibility:

- 2.1 It is the responsibility of the operations supervisor and the senior operations specialist to ensure that this procedure is reviewed on an annual basis by all operations personnel.
- 2.2 It is the responsibility of the senior operations specialist and the operations specialist to understand the intent and use of this procedure.

3.0 Special Notations:

- 3.1 Emergency procedures are written with the intention of having in black and white what procedure should be followed under ideal circumstances. They do not take the place of common sense. If there is a fire, we have a fire department to handle it. Don't tackle something that could injure you because you don't have the experience or training to handle it. Small fires in trash cans or some insulation fires can be handled by most of us. Don't wind up making the problem worse by getting hurt or rushing in and doing the wrong thing. The same thing applies to spills and other emergencies.
- 3.2 To update security on the emergency or to call for an all clear use number 333.

4.0 Scope:

- 4.1 This procedure will provide a response for smoke and/or fire in an electrical room or motor control center. Each incident must be assessed at the time for the exact response needed.

5.0 Definitions:

- 5.1 Electrical room - A room in which motor control centers and/or other electrical equipment is installed.

- 5.2 Motor control center (MCC) - Groupings of motor starters, switches, circuit breakers, etc. that are factory assembled in floor mounted metal enclosures.

5.0 Definitions: Cont'd.

- 5.3 Ceiling mounted smoke detectors - Detectors with alarms mounted on ceiling or above MCC's. Most responsive to products of normal combustion.
- 5.4 MCC smoke detectors - Detectors installed in lower portion of motor control centers to detect the heavy smoke caused by burning of insulating materials. (instrument transformers, wire insulation, fuses, etc.)

6.0 Procedure:

- 6.1 Ceiling mounted or MCC mounted smoke detector alarms.
- 6.2 Respond as any other building smoke alarm.
- 6.3 Feel outside of electrical room door, if heat is excessive call for Fire Department (333) and don't open until help arrives.
- 6.4 If door is near ambient temperature, crack open door while standing to side, and look for heat, heavy smoke, and fire. If heat, heavy smoke, and/or fire is present, call Fire Department (333) and Block Electrical Specialist.
- 6.5 For small fires a quick response with CO2 fire extinguisher by block personnel will minimize damage.
- 6.6 In the event of heavy smoke or fire persons entering the electrical room should wear appropriate protective gear. (flash suit, electrical gloves, breathing air, etc.) The electrical room should be entered only after all risk have been considered.
- 6.7 When the Fire Department arrives, they will direct the proper response to the fire. All equipment operation will be by block supervision or block electrical specialist.
- 6.8 Determine area where problem is occurring, find and develop action plan to repair.
- 6.9 Light Smoke or Burning Smell:
 - 6.9.1 Feel outside of electrical room door, if heat is excessive call Fire Department (333) and don't open until they arrive.
 - 6.9.2 If door is near ambient temperature, crack open door while standing to side, and look for heat, heavy smoke, or fire, if they are present call Fire Department (333) and Block Electrical Specialist.
 - 6.9.3 For small fires a quick response with a CO2 fire extinguisher by block personell will minimize damage.

6.9.4 With light smoke or electrical burning smell enter electrical room with caution, determine source of burning smell and/or smoke and develop action plan to correct.

6.0 Procedure: Cont'd.

- 6.9.5 Report of Heavy Smoke or Fire.
- 6.9.6 Notify Fire Department (333) and Block Electrical Specialist. Fire Department will be responsible for fighting fire. Operations and Electrical Specialist will be responsible for equipment operations and electrical isolation of equipment to contain process upset to minimum while maintaining maximum safety for those involved.
- 6.9.7 Feel outside of electrical room door, if heat is excessive do not open until Fire Department arrives.
- 6.9.8 If door is near ambient temperature, crack open door while standing to side, and look for heat, heavy smoke, and fire. If heat, heavy smoke, or fire are present persons entering the electrical room must wear protective gear including breathing air, flash suit, and other safety equipment.
- 6.9.9 For small fires a quick response with a CO2 extinguisher by block personnel will minimize damage.
- 6.9.10 Once fire is extinguished, develop action plan for safe clean up and damage assessment.

Revisions:

2.1	12-13-95	Yearly Review
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