

# Portable Fire Extinguisher (PFE) Information for MCPS Schools

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All Montgomery County Public Schools (MCPS) schools are equipped with portable fire extinguishers (PFEs). PFEs should only be used by trained personnel. Additionally, MCPS discourages employees from attempting to fight fires. If a fire is observed or suspected in a building, all occupants must evacuate immediately and call 911.<sup>1</sup>

The county/state requires portable fire extinguishers in the following locations:

- Head Start classrooms
- Art Rooms
- Boiler Rooms
- Family & Consumer Science Rooms
- Auditorium Stages
- Wood Shops
- Auto Shops
- Cafeteria Kitchens
- Labs (science, tech, etc.)
- All Purpose Room (APR) Stages
- Outdoor concession stands

PFEs are not authorized for locations, other than those listed above, in MCPS schools.



## Monthly Inspections

Annual inspections are conducted by a contractor. Monthly inspections are the school's responsibility. Building services should:

- Ensure the inspection tag, pin, tamper seal, hose, and nozzle are in place.
- Ensure hose/nozzle are not clogged with paper, pencils, etc.
- Check for visible damage (corrosion, leaks, dents, etc.).
- Check the pressure gauge, and ensure the needle is in the green operation zone.
- Ensure all PFEs are readily visible and not obstructed.
- Write initials and date on the inspection tag.

## Problems?

Contact the Division of Sustainability & Compliance (240-740-2326) if:

- PFEs are damaged or low on charge
- PFEs are missing or improperly mounted
- There are questions about annual inspections
- A PFE has been discharged



If you have any questions regarding this information, please contact Systemwide Safety Programs, Department of Systemwide Safety and Emergency Management, at 240-314-1070.

<sup>1</sup> [MCPS Regulation EBA-RA, Fire Safety](#): "When a fire occurs in a building or there is reason to believe a fire exists in a building, the building shall be evacuated immediately and not reoccupied without the permission of the fire official in charge."