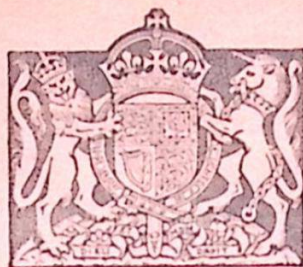


HQSO, Rⁿ 181, Wotton Bassett



ROYAL ORDNANCE FACTORIES

RULES
of the
DANGER AREA

Overlooker's Copy

Issued under the authority of:—

C. S. ROBINSON,
Director-General of Filling Factories.

1943

NOTICE

This book is valuable and is to be kept clean and tidy. It is not transferable. It must be presented on demand for inspection by any member of the War Department Constabulary and to any authorised Factory Official, and must be given up on cessation of employment.

The owner's name, Factory Number and National Registration Number are to be entered in the space below.

Name of Employee.....
(BLOCK CAPITALS)

Signature of Employee.....

Factory Number.....

National Registration No.

Date of Issue.....

Dates of Examination

Rules of the Danger Area

OVERLOOKER'S COPY

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NOTICE

The attention of employees is drawn to the Defence (General) Regulations, 1939, under which this Factory is Scheduled as a Protected Place, and to the Bye-Laws and Directions issued thereunder which are posted in the Factory. Offences are punishable with imprisonment or fine.

FOREWORD

These Rules have been made for your safety. If you study them carefully and strictly obey them, then your work in this filling factory will be as safe as in any engineering job.

It is our job to turn out good ammunition for our Armed Forces. It takes the work of many hands to produce one good round of ammunition. There is no room here for careless or faulty work—the results of which might be an accident in the factory, with injury to our own workpeople and plant, and subsequent slowing down of our own production, or an accident to our soldiers, sailors or airmen.

In handling explosives, we have to take particular care to prevent grit or dirt from getting in—that is why most work with explosives is done on the Clean Side by people wearing special Clean Side clothing and footwear.

For your own safety, you are strongly advised not to wear garments of such inflammable material as artificial silk and flannelette.

You must never tread on the Dirty Side when you are wearing the special Clean Side footwear, nor must you step on to the Clean Side when wearing Dirty Side footwear.

All explosives go off if rubbed or heated sufficiently, and it is never safe to hit them or to drop them. In working with them, therefore, remember:—

1. KEEP THEM CLEAN AND IN THE RIGHT PLACES.
2. KEEP THEM COVERED AND TREAT THEM GENTLY.
3. NEVER HAVE ROUND YOU MORE THAN YOU NEED FOR YOUR JOB.
4. GUARD AGAINST SPARKS AND FIRE.
5. USE THE SAFETY DEVICES PROVIDED.
6. KEEP YOUR BENCH AND YOUR SHOP FLOOR CLEAN AND TIDY.

General Instructions and Definitions

I. These Rules, designed to promote order and safety in the Danger Area, are additional to the Rules and Regulations of the Royal Ordnance Factories, and infringement of any Rule will render the offender liable to suspension or dismissal and the offender may be prosecuted. It must be clearly understood that

GENERAL RULES OF THE DANGER AREA 1943.

AMENDMENT No. 7. 22/6/53.

Page 2.

General Instructions (Definitions).

Delete paras. II., III. and V.

VII. Ignorance of the rules will not be accepted as an excuse for infringement or negligence. Every person who works habitually in the Danger Area is to possess a copy of these Rules, and is to make himself thoroughly conversant with all the Rules, Regulations and posted Orders and Instructions which concern his employment.

VIII. It is the duty of every person to report to his superior any negligence or infringement of the Rules or posted Instructions which come to his notice.

Should he fail to do so, he will be liable for punishment exactly as though he had committed the infringement which it was his duty to report.

IX. Where reference is made to Officials for the administration of these Rules, such Officials are those of the Production Staff, from the rank of Assistant Foreman upwards.

X. The Safety Assistants are responsible for reporting infringements of the Rules to the Production Staff. They are authorised to demand passes from, and to enquire the business of any person in the factory, and to search any man below the

rank of Assistant Foreman. (Danger Building Searchers are similarly authorised to search any woman below the rank of Assistant Forewoman.)

GENERAL RULES OF THE DANGER AREA.

DANGER AREA.

This is the area enclosed by a fence which includes Explosives Sections and Buildings where explosives or explosive stores are processed, handled or kept in storage. Entrance to the Danger Area is made only at approved points which are clearly defined by notice boards.

Note.—The Danger Area fence must not be confused with the outer factory fence.

EXPLOSIVES SECTION.

This consists of a collection of buildings in which explosives or explosive stores are dealt with in any way or kept in storage. Entrance to an Explosives Section is made through a Shifting Room.

ENTRANCE TO DANGER AREA.

Rule 1. You must enter and leave the Danger Area only at approved points.

SMOKING.

Rule 2. (a) You are not allowed to smoke once you have entered the Danger Area but you may retain any smoking equipment until you enter your Shifting Room.

(b) You are not allowed to smoke whilst you are on an Explosives Section, except in canteens at prescribed times and under conditions approved by the Superintendent. You are advised to make yourself thoroughly familiar with these conditions and arrangements.

ENTRANCE TO EXPLOSIVES SECTIONS.

Rule 3. You must enter and leave an Explosives Section by way of the Shifting Room. Only in special circumstances, authorised by the Superintendent, will you be permitted to use any other mode of entry.

INTOXICANTS.

Rule 4. (a) No one under the influence of intoxicants will be allowed to enter an Explosives Section. If you present yourself for admission to, or are found on, an Explosives Section in such a condition you will be liable to be discharged.

(b) Anyone known to indulge habitually to excess in intoxicants will be discharged.

PROHIBITED ARTICLES.

Rule 5. You must not take any of the prohibited articles listed below into an Explosives Section, except in very rare cases where you have been specially authorised to do so.

Lanterns, oil lamps, fires, etc.

Matches (live or spent), lighters or any means of procuring a spark or flame.

Tobacco in any form (including snuff) and any article used for the purpose of smoking or carrying tobacco (e.g. pipe, pouch, cigarette case box, holder).

Motor spirit, inflammable oils or solvents which are not contained in the tank of a vehicle.

Beer, wine or alcoholic liquor.

Food and drink of any type (see note below), sweets, etc.

Medicine.

Knives, scissors or sharp instruments other than those supplied for the performance of your duties.

Private bag or parcel (see note below concerning bags or parcels containing food).

Bicycle equipment or tools.

Electric torches, hand lamps, batteries, electric bulbs, etc., except those of an approved type for which permission has been given.

Chemicals or explosives unless official instructions have been given for their use in connection with your work.

Animals.

Any other obviously dangerous articles.

Note.—Arrangements are in existence to allow you to eat food, which you bring into the factory, in the canteens on Explosives Sections. You are advised to make yourself familiar with the method used for transferring your bag, parcel, etc., containing food to the canteen.

Rule 6. If you find yourself in possession of a prohibited article whilst on an Explosives Section, you must deliver it at once to your Assistant Foreman or a higher official. Provided you are not in the habit of making this mistake you will not be punished. If you do not give up the prohibited article you will be risking unnecessarily a very heavy penalty, besides being a possible source of danger to yourself and your workmates.

Rule 7. If you discover anything on an Explosives Section that appears to be a forbidden article, report its presence at once to your Assistant Foreman or other official. Do not touch the article.

ENTRANCE TO "CLEAN SIDE" OF EXPLOSIVES SECTIONS.

When any place or thing is termed "clean" it means that it has been officially declared suitable for explosive work. It is reserved exclusively for this type of work and is maintained in an approved manner. Most sections where filling of explosives takes place are on the "clean side."

When a place or thing is referred to as "dirty" it simply means it is not "clean." The "clean side" is separated from the "dirty side" by a clearly marked barrier in the Shifting Room.

Rule 8 You must enter the "clean side" of an Explosives Section only by way of a Shifting Room, unless some other method of entry has been authorised by your Superintendent.

A numbered peg is allocated to you for your own clothes. If male, you must remove your boots or shoes, all outer clothing, braces, straps, watch or any other metallic article. If female, you must remove your shoes (or boots), all jewellery (excepting wedding rings), hair pins or clips and any metallic article. Glass buttons of any type are prohibited.

Any article mentioned in Rule 5 must be removed before submitting yourself for search—you are strongly advised to make certain of this.

If you are to work with Shellite a complete change of clothing will be provided and in this case you will have to remove both your outer garments and also your under-clothes.

In addition to explosives workers, personnel from Inspection and Engineering Departments will also be required to change into special clothing provided.

SEARCHING.

Rule 9. Before crossing the barrier to the "clean side" you must declare yourself free of prohibited articles (sometimes known as contraband), then submit yourself for search, if required to do so, by an authorised person, who will be of the same sex as yourself.

You will be held responsible for having any prohibited articles on you at this stage.

PERMITTED ARTICLES.

Rule 10. (a) You are allowed to take the following articles with you on to the "clean side" :—

Factory Pass.

Money.

Ring.

Keys.

Return Ticket.

Watch.

Personal articles of value (not toilet articles).

Spectacles.

You must place these articles in a special money bag supplied for the purpose. This bag must be tied securely and be worn round your neck, or in some other approved fashion, so that it is covered up by your protective clothing.

If asked, you must show the contents of the bag to an authorised searcher.

In addition, you are permitted to carry a handkerchief and, in certain circumstances, you may be authorised by your Shop Manager to wear your overcoat.

(b) If you must wear a surgical belt or some other appliance for health reasons, report it to your Foreman or some other appropriate official.

(c) If you normally wear spectacles they should be of such a type that they are not liable to fall off. If there is any doubt about this, fasten them securely by means of tape tied round the back of your head.

PROTECTIVE CLOTHING FOR "CLEAN SIDE."

Rule 11. (a) When you have been searched you must cross the barrier to the "clean side" and don the protective clothing and footwear supplied to you. These must be worn in the approved fashion (including the head covering), thereby giving you maximum protection.

Trouser bottoms must not be turned up and protective clothing must not be altered in any way without permission.

Do your best to keep this clothing clean and report at once any repairs which are required.

When not in use keep this clothing in the bag provided, which must be hung on the numbered peg allocated to you on the "clean side" of the Shifting Room.

(b) You must never take this clothing on to the "dirty side" or allow it to come in contact with anything outside your normal work, which may contaminate it with grit or dirt.

You must not step on to the "dirty side" whilst wearing "clean side" shoes. If you do so accidentally, you must not return to the "clean side" without permission from your foreman or another official.

(c) It is your responsibility to make sure your protective clothing is marked correctly with your official number.

(d) Tampering with other people's clothing is a serious offence and is forbidden.

If you find your protective clothing has been tampered with or is missing, do not attempt to use any other clothes but report the matter to the Shifting Room Attendant.

OFFICE WORKERS. OFFICIALS, VISITORS, ETC.

Rule 12. If you are employed on the "clean side" but are not required to wear protective clothing, you must change in the Shifting Room into "clean side" shoes, overshoes or goloshes before crossing the barrier. Your ordinary boots or shoes must be wiped before you put on overshoes or goloshes at the barrier. Trouser bottoms must be turned down and grit and loose material must be removed before you step over the barrier.

In addition, you must wear adequate head covering, except in special cases where it is specifically forbidden.

ARRIVAL AT WORK

119. On arrival at their respective Danger Buildings, the workmen, before commencing work, are to assist their Overlooker in ascertaining that all doors can be freely and fully opened and that the bolts, bars and padlocks removed are properly hung up. They are also to assist in inspecting the equipment to ensure that everything is correct before commencing work.

120. No workman without orders is to enter any building in which he is not employed, and he is not to leave the building in which he is employed without the permission of the Overlooker. (See also Rule 207.)

Meals are only to be taken in the authorised places and at the authorised times.

SUPERINTENDENT'S SAFETY ORDERS

121. All work, other than experimental work, is to be carried out strictly according to:—

- (a) *Superintendent's Safety Orders, and
- (b) Shop Instructions.

All workmen must make themselves thoroughly acquainted with both the above. Experimental work is only to be performed under the Special Rules for Experimental Work.

122. Superintendent's Safety Orders are additional to the General Rules and in no wise intended to supersede them. They are concerned with the following:—

- (i) Nature and quantity of explosives permitted.
- (ii) The maximum number of people allowed in the building.
- (iii) The method of work and precautions to be taken.
- (iv) The tools, implements and movable articles permitted (Use List) to which no addition is allowed except tools for the adjustment of machinery, etc. (Chalk, pencils, etc., must be put in the appointed place and are not to be carried behind the ear.)

* Superintendent's Safety Orders were called General Safety Directions in previous issues of these Rules.

NOTE: The word metal where it occurs in the S.S.O. or Shop Instructions refers to any metal other than iron or steel.

CARE IN WORK

123. All work in the Danger Area is to be carried out carefully, tidily, systematically and gently, avoiding undue haste, force or noise. Except in cases of emergency, workmen must proceed at walking pace.

Larking or attempts at violence of any sort is forbidden and will render offenders liable to immediate expulsion from the area.

All persons are forbidden to interfere with any building or equipment, materials or stores except in the fulfilment of their duties.

124. Explosives are to be kept covered as much as possible.

125. Direct sunlight must not be allowed to fall upon explosives.

126. No explosive, nor any article liable to catch fire, is to be within six inches of any steampipe or heating apparatus, except as authorised in the course of manufacture.

The closest watch is to be kept, especially in drying houses, to ensure that these precautions are observed.

127. When explosives or explosive articles are stored, they must not be stacked within two feet of any heating apparatus.

GUARDS

128. Workmen are to make full use of of the guards, screens and means of protection provided on presses, machinery, moving parts and for dusty and dangerous operations. If, for any reason, a workman believes that he is insufficiently protected at his work, he must at once report the matter to the Foreman.

UNUSUAL OCCURRENCES

129. Should anything unusual be observed in connection with any building, tool, material, or any operations, or in the conduct of any person, immediate report is to be made to the Foreman, the article is to be set aside and the operation stopped.

130. If any ammunition or components (empty or filled) should suffer a fall or blow in the least likely to derange them, they are to be set aside and report made to the Foreman.

CLEANLINESS

131. The greatest care is to be taken not to spill explosives.

If any explosive should fall into water or oil, or into any place or receptacle where it may become contaminated with grit or any foreign substance, it is to be set aside and report made to the Foreman. The drying of any explosive which has fallen into water or oil is strictly forbidden.

Small amounts of explosives and other materials which may fall on to floors, etc., during operations are to be swept up and dealt with as specified in the Superintendent's Safety Orders.

132. The interior of any Danger Building and all equipment are at all times to be kept as free as possible from grit, explosive dust and all unnecessary accumulation of material. Particular attention must be paid that dust of any kind does not accumulate in recesses, cracks, holes or on ledges, shelves, steam pipes, etc. All receptacles for explosives, racks, tables, etc., are to be inspected periodically, to see if cracks or holes have developed in them. If any such defects are found, they are to be remedied or the receptacle replaced. Radiators and radiator cupboards require frequent brushing out and washing.

Clean Buildings which are not being used are always to be kept free from dirt, grit, etc. If not so treated, they may become sources of serious danger.

The cleanways are to be maintained in a clean and safe condition. In frosty weather they are to be strewn with clean sawdust, free from grit.

All parts of the factory are to be kept clean and tidy.

FREE ESCAPE

133. Exits must be kept free from obstruction.

Trucks and stillages may, however, be placed in those exits specially designed and marked for the purpose.

134. DISPOSAL OF CLEANING MATERIAL & WASTE

Cottonwaste, cleaning cloths, stencils, paint, oil, solvents and other inflammable materials, are to be kept in iron cupboards and are only to be taken into a building in such quantities as are needed for immediate use. The cupboards are to be more than one foot from the walls of any building.

At the close of work, serviceable articles of the above description are to be replaced in the iron cupboards, and un-serviceable articles collected and placed under water for despatch to the Destroying Ground.

All grease guns, oilcans, materials and cloths for cleaning equipment and similar articles used by the machinery attendant must, when not in use, be removed from the Clean Side or to special iron cupboards.

All waste, including paper, which is impregnated with explosive, is to be treated as waste explosive, and is to be disposed of as specified in the appropriate Superintendent's Safety Orders.

The utmost care is to be taken that waste explosive is always kept separate from other waste.

135. CARRYING OUT REPAIRS, ALTERATIONS, ETC.

No repairs are to be carried out until the Special Rules governing Erection and Repair (Series 801) have been complied with. A service workman is not to enter a Danger Building without permission of the Foreman, nor is any work of a structural or engineering nature to be carried out in any part of the Danger Area without the necessary authorisation.

No machine or press is to be taken into use after installation, alteration or adjustment unless the correctness and functioning have been verified by the Overlooker.

136. No article is to be sent away from the Clean Side until it has been cleaned. It must then be accompanied by a Certificate to say that it has been cleaned and is free from explosive. (This does not apply to "explosive stores" packed and accompanied by a Truck Card.)

Empty boxes, before removal, must be sealed and certified on the label that they are empty and the nature of their last contents must be stated.

No article of any description is to be taken on to the Clean Side except by way of the authorised barriers or gateways and unless it has been passed as Clean by a responsible person.

137. FIRE FIGHTING AND ACCIDENTS.

Fire fighting appliances must be kept in good order and in their appointed places.

Workmen must always acquaint themselves with the position of these appliances in the vicinity of their work, as a bucketful of water or sand used at the right moment may put out an ignition capable of developing into a serious fire or explosion.

138. The ambulance hampers and stretchers are for the sole purpose of dealing with illness and accidents; they are not to be used for any other purpose.

139. THUNDERSTORMS

If, owing to the threat of a thunderstorm, the order to turn out is given, machinery and work (subject to the S.S.O. covering the work) are to be stopped, doors and windows closed, and workmen are to retire as directed by their Foreman to the Shifting Rooms, Shelters or other buildings not containing explosives, and remain there until they receive the signal to return to work.

140. CEASING WORK

(a) When work ceases, workmen are to leave their work, machinery and tools in a clean and tidy condition. They are to proceed in an orderly manner to the clocking station via the washing room and, after clocking off, they must change their clothes in the Shifting Room.

(a) At change of shift, work must be left in such a state that the minimum delay occurs in "taking over". Anything unusual or irregular in connection with persons, tools, stores, machinery, services, etc., must be reported to the oncoming shift.

(c) On closing down, the Shops, machinery and tools, and the area generally are all to be left clean and in good order. (Rule 132.)

(d) Explosives are to be removed as laid down in the S.S.O.'s.

(e) Workmen must not, unless specially instructed, remain in the Danger Area after their authorised work has ceased.

Special Rules for Shifting Room Attendants

201. The Shifting Room Attendant is to make himself thoroughly conversant with the Rules of the Danger Area, to assist in securing obedience to them and to report to the Foreman any infringement which may occur in his Shifting Room.

202. He is responsible for order being kept in the Shifting Room at such times as he is on duty.

203. He is responsible for the cleanliness and tidiness of the Shifting Room.

204. He is to ensure that the private clothing and property left in his charge are not tampered with or stolen.

205. He is not to allow any unauthorised person to pass the barrier.

206. He is to question all persons of whatever rank who pass through the Shifting Room as to their possession of any of the articles referred to in Rule 102, drawing their attention to the notice of prohibited articles posted in the Shifting Room.

207. He is to satisfy himself that every workman returning to the Shifting Room during working hours does so only with written authority. (See Rule 120.)

208. When deputed for the purpose, he is to search all work-takers, clerical staff and workmen before they cross the barrier, as stated in Rules 111, 112 and 114.

209. He is to examine and clean the turn-ups of trousers of persons who are not changing into Danger Building Clothing.

210. He is to take every opportunity of examining the Danger Building Clothing in use to see that no unauthorised alterations or additions have been made to it, that it is properly marked and that each workman at the close of work has replaced his clothing on the peg allotted to him. (Rules 116, 117, 118.)

211. The Attendant is to ensure that no private clothing remains when the workmen have left the Shifting Room after the close of work. Should any clothing be found, report is to be made to the Foreman or other person in charge, who will decide whether to make a search to ensure that no one remains in the Area without authority.

212. He is to sign daily, before leaving the Shifting Room, a certificate (in the prescribed book) of the correct performance of his duties.

Special Rules for Gatemen

Note : In these Special Rules, the term "gate" includes, where applicable, a group of adjacent gates.

301. The Gateman is to make himself thoroughly conversant with the Rules of the Danger Area and is to assist in securing obedience to them.

302. He is to make himself thoroughly conversant with the procedure detailed in the Special Rules for the Extinguishing of Fire, the Special Rules in case of Accidents, and his duties connected therewith.

303. He is to keep the gate open during working hours and until the workmen have left the Danger Area. He is to keep the gate closed and locked during silent hours, except for the admission of authorised persons.

When attendance at a gate is no longer necessary, the Gateman is to lock the gate and deposit the key with the War Department Constabulary at the prescribed place.

304. Should it be unavoidably necessary for him to leave his post, even for a moment, he is to lock the gate and retain the key. In no circumstances is the gate to be left open and unattended. When in charge of a railway gate, he is to keep it closed and locked except when it is actually being used for railway traffic purposes.

305. He is to record and report at the earliest possible moment all unusual circumstances and all infringements of Rules.

306. He is not to allow any unauthorised person to enter the Danger Area. (Rule 105.)

307. He is to assist in maintaining order as workmen enter or leave the Danger Area.

308. He is not to allow any person in the unauthorised possession of any prohibited article to enter a Danger Area.

309. He is entitled to search every workman, and he shall search a proportion of those who, at a time other than at the commencement of a shift, enter the Danger Area. He is to question all other persons, of whatever rank, as to their possession of any of the articles referred to in Rule 102, drawing their attention, if necessary, to the notice regarding prohibited articles.

310. Before allowing any motor vehicle to enter the Danger Area, he must see that all fuel not in the tank is deposited at the gate. (See Rule 414.)

311. Before permitting any vehicle to enter a Danger Area, he is to enquire the nature of the materials carried and, if any are explosive or inflammable and not for delivery to a Group, or if he has any doubts regarding the character of the load, he is to seek instructions from an Official of the Danger Area.

312. He is not to allow any lamp to be brought into the Danger Area except as permitted by Rule 102.

313. He is to keep at least one portable electric lamp available for emergencies.

314. The Gateman is responsible for the safe custody and correct issue of keys deposited in the key presses at his gate. He is to report to War Department Constabulary Headquarters the absence, at the close of a working period, of any key allotted to his custody.

315. The duplicate keys allotted to his custody are to be retained in the special key press, which is to be kept locked. Issues are only to be made from this press upon the authority of a Shop Manager or Officer of the War Department Constabulary, and a record is to be kept of all such issues.

316. He is to sign daily, before leaving the gate, a certificate (in the prescribed book) of the correct performance of his duties.

Rules for the Movement of Explosives

401. These Rules, intended to regulate traffic within the Factory, are additional to all National and Local Rules governing the conduct and procedure of Railway employees and Road Transport, all of which normally apply except where these Rules manifestly supersede them.

402. Small quantities of explosives or "explosive stores" to be conveyed within the Factory may only be carried by hand if contained in a suitable receptacle inside an approved package painted red.

403. When detonators, caps and initiating components are carried by hand on the Dirty Side within the Factory, the carrier shall be preceded (at about three paces) by a man carrying a red flag. The bearer and his escort are to be given full right of way and the whole width of any side walk or pavement unless traffic conditions make this impossible. The receptacle containing the explosive is to be carried on the side away from the traffic.

404. Packages containing explosives are only to be moved by lifting or by transport on a truck. They are never to be pushed, slid or dragged, but must be lifted and put down gently.

Closed barrels containing explosives are only to be moved by lifting, rolling, or by transport on a truck.

Open barrels containing explosives are never to be stacked. They are only to be moved by lifting, rolling on their chins, or by transport on a truck.

405. When explosives or "explosive stores" in any stage of manufacture, or containers for them, are loaded in vehicles, they are to be clearly labelled and packed securely.

The vehicles must not contain more than the load specified.

406. All the road or rail vehicles to be used for clean purposes are to be made Clean immediately before loading. Prior to being placed in position in a Danger Building, every vehicle is to be thoroughly swept by workmen on the Dirty Side. Final cleaning and examination of vehicles is to be made by men wearing "clean" shoes.

407. The maximum speed limit for all forms of vehicular traffic by road or rail within a Danger Area is twenty miles per hour. All persons on roads or cleanways must obey the signs and signals for the control of traffic.

408. All explosives traffic must be given absolute right of way. All vehicles are to be kept under full control. Road transport must always give way to rail transport.

409. Loaded vehicles, when being moved from one Danger Building to another, are to be kept closed or covered over; vehicles other than locked, sealed or sheeted railway trucks, are never to be left unattended when containing explosives.

410. Riding on hand trucks is forbidden, except where authorised.

411. Unless specified in the S.S.O., electric trucks are not to be taken into any building containing exposed explosive, nor into any porch which has no emergency exit. (See Rule 133.)

412. If explosives or "explosive stores" are dropped or spilled from a vehicle in transit, the following procedure is to be observed :

Explosive in Containers

- (a) Provided no explosive is actually spilled, the containers are to be reloaded, given an identification mark, and, where possible, put in a special place so that they can easily be examined and unloaded separately. Report is to be made immediately on reaching the journey's end.
- (b) If explosive itself be spilled, it must not be touched but must be guarded and a report sent at once to the place from which the material was loaded, or to the S.A.'s Office, when it will be dealt with under Rule 131.

Explosive Stores will be reported as in (a) above, when Rule 130 will apply.

413. No coal-fired or producer gas driven engine or vehicle may enter a Danger Area without the special permission of the Superintendent. Under no circumstances may an oil-fired locomotive enter a transit where loose explosive is being stored or worked upon.

414. A Motor Vehicle must not be allowed to enter a Danger Area unless there is ample fuel in the tank to enable it to complete its journey within the Danger Area. All fuel not in the tank must be removed and deposited with the Gateman before the vehicle enters the Danger Area. (See Rule 310.)

415. All unloading tackle used for handling boxes of explosives or "explosive stores" is to be periodically examined to prevent any accumulation of grit in the working parts. This is in addition to the periodical testing required by the Factories Act, 1937.

Special Rules in Event of Accidents

Note: The Rules are intended to cover Accidents which may occur in the course of Filling Processes.

Procedure in the event of Accidents caused by Enemy Action is covered in the Civil Defence Scheme of the Factory.

501. In the event of a serious accident, communication is at once to be made with the Surgery, giving information (as briefly as possible) as to the location and nature of the accident, the number of men involved, etc.

The Surgery will arrange for the ambulance to be sent and will notify the War Department Constabulary, who will notify the Superintendent if the accident is a grave one.

502. The nearest First Aid Post or Group Ambulance Room is also to be advised in order that the necessary First Aid may be rendered.

503. If there is any delay or doubt as to the message to the Surgery or First Aid Post having been received, messengers shall be sent by the quickest route, without changing clothes or shoes. Doctors, nurses, first aid men and ambulance drivers proceeding to the scene of the accident are also not required to change clothes or shoes.

504. The First Aid men will attend to the injured and then get them ready for carriage to the ambulance. They should avoid performing anything more than is necessary. First aid, effectively applied, is invaluable, but it is of the greatest importance that the injured should be attended by a Doctor as soon as possible.

505. An approved stock of First Aid appliances is kept in each Group. If more First Aid appliances are needed, further supplies must be summoned from the neighbouring Groups by telephone. The appliances may be brought without the men waiting to change their clothing or shoes.

506. In the event of an accident, workers not involved are not to leave their buildings unless specially instructed.

Only those having direct concern with the accident are allowed to proceed thereto.

507. After an accident, the area affected is to be regarded as "dirty" and work is not to be resumed until the area has been cleaned and clothing and footwear examined.

Safety Rules to be observed in the Event of Fire

601. These Rules are to be read in conjunction with the Fire Regulations of the Factory.

602. Each Group in a Danger Area is to have men selected as Auxiliary Firemen trained in the use of the Fire Appliances in order that an outbreak of fire may be dealt with at the earliest possible moment.

The Auxiliary Firemen will be drilled periodically by the Fire Brigade Officer or deputy.

603. In event of an Air Raid or other Enemy Action, the Factory Civil Defence Scheme (which embraces fire-fighting) will at once apply.

604. (a) In the event of an outbreak of fire not caused by Enemy Action and which cannot be put out immediately, the procedure below is to be followed :—

- (i) The triangle alarms throughout the Group concerned are to be sounded as soon as possible by those nearest at hand.
- (ii) The fire alarm is to be rung and information given to the War Department Constabulary, who will immediately notify the Royal Ordnance Factory Fire Brigade. Subsequent action is laid down in the Fire Regulations of the Factory. In the event of an accident, as well as fire, Special Rules in case of Accidents will also apply.
- (iii) In order to make sure that the alarm has been received, the nearest available telephone is to be used to confirm the message to the Constabulary.
If the alarm cannot be made by this means, a written message is to be despatched to the Constabulary, utilising the quickest means and route available.
- (iv) The Auxiliary Firemen, assisted by such other workmen as may be required, are at once to take action to extinguish the fire, to wet thoroughly the roofs and walls of adjacent buildings, particularly those to leeward. If there appears to be any serious prospect of the fire communicating itself to these adjacent buildings, they are to wet thoroughly any explosives in them. (Buildings containing magnesium, Rule 605, should on no account have water played upon them.) If it is impossible, for any reason, to wet the explosives thoroughly, an effort is to be made to remove them, provided that doing so does not involve too serious a risk ; such explosives are not to be stacked in the vicinity of the fire.
- (v) On his arrival at the scene of the fire, the Senior Officer of the Fire Brigade will take charge of the fire fighting procedure and the Group Foreman will detail to him an Assistant Foreman who can give information as to the nature and probable quantities of explosives in each of the buildings involved.
- (vi) If help is required, the Auxiliary Firemen in other Groups will be summoned ; they are to be brought in by the quickest practicable route and without necessarily changing their clothes or shoes.
- (vii) The workmen and all employed in the Group are to turn out of their buildings, and together with all other persons present, except Officials, are to proceed quietly and calmly to the appropriate air raid shelter (except to air raid shelters adjoining a building near to the fire, or likely to become dangerous).

(viii) The Foreman of the Group concerned is to take charge of the fire fighting until relieved by the Senior Fire Brigade Officer, and subsequently the Foreman will be responsible for all workmen (and visitors) in the area. The overlookers are to prevent any overcrowding or unnecessary rushing about, and to ensure that windows and doors of all buildings are closed in order to prevent the possible entry of sparks.

(ix) As soon as the area likely to be affected by the fire has been determined, the workmen of the unaffected Groups are to resume their work on instructions from their Foreman.

(x) In the event of a fire caused by the fusing of electric cables, etc., the current in the area affected is immediately to be switched off. Boards, erected near to each switch, indicate the buildings which they control.

(xi) If the internal hydrants of a Group seem likely to be insufficient to combat a serious fire and the fire has to be fought from outside the Group, it may be necessary to shut off the internal hydrants so as to avoid interruption of the main supply by possible explosion within the affected area.

(b) If the building which has taken fire is known to contain explosive and the fire is obviously gaining mastery, the action to be taken cannot be stated precisely, as so much depends upon the position of the building, its protection and the nature of the explosive contained in it. The following is intended as a general guide :—

(i) If the explosive be gunpowder, dry guncotton, cap composition, fulminate of mercury, picric acid or similar explosive and it is found impossible to wet it thoroughly and keep it wet, all men in the vicinity must be withdrawn to their shelters at a safe distance, until the risk of explosion has passed. Careful search is at once to be made for burning matter which may have been projected on to neighbouring buildings, cleanways or ground, and the necessary action is to be taken.

(ii) A fire in a building containing shells or bombs filled with high explosive, or gunpowder, will need most careful handling. In the event of any of the shells or bombs being in the process of filling, every effort must be made to plug those in the building itself and in the neighbouring buildings to prevent ignition by a spark. If it is impossible to remove the plugged shells or bombs from the building, efforts are to be concentrated on mastering the fire. If the shells or bombs are plugged, such efforts may

- be prolonged, but the men must be withdrawn at the first sign of numerous sparks among the shells or bombs. In the event of an explosion having occurred, every care should be taken not to approach the building until it is reasonably certain that further explosions are improbable.
- (iii) If the explosive be cordite or chlorate of potash, etc., attempts to subdue the flames and to wet the explosive may be continued longer, but if the fire becomes uncontrollable or there be a danger of the roof falling on to the explosive, the men must be withdrawn at once.

605. In the event of fire in a building containing magnesium or aluminium or electric equipment at high voltage, water is not to be used. Supplies of sand must always be maintained at these buildings, which are to have a distinguishing warning notice exhibited outside them.

606. In the event of a fire occurring but almost immediately being put out, immediate report is to be made by telephone to the Superintendent.

607. The Factory Safety Officer (or Senior Safety Assistant) is to be informed as soon as possible of the occurrence of any fire, big or small.

608. When a fire has been extinguished and all risk is over, the Groups affected must be made Clean again. This also applies to equipment, clothing and shoes.

Special Rules for Overlookers

701. An overlooker must never forget that he holds a responsible position. It is his duty and his responsibility to see that the work is done, is well done, and is at all times carried out strictly according to the Superintendent's Safety Orders and the Shop Instructions.

He must, therefore, supervise the whole of the operations in his shop, though he may be required to contribute to the work of the shop to such an extent as is deemed desirable.

He must remember that the lives of the men he supervises are largely in his keeping and depend upon his firm determination to allow no infringement of regulations.

This applies not only to direct infringement of rules but also to all irregularities, which must be checked immediately.

He has no discretionary power whatever to overlook such offences.

702. In the event of an overlooker having temporarily to leave a building of which he is in charge, he is to depute one of the workers to take over his duties pending his return. Should,

condition, but also that the following instructions are observed before leaving the building :—

- (i) the work, both finished and unfinished, the sweepings and waste explosive, have been disposed of as laid down in the Superintendent's Safety Orders ;
- (ii) waste, cleaning materials, oil, etc., are not left in the building, but dealt with in accordance with Rule 134 ;
- (iii) no person remains in the building except when authorised;
- (iv) all windows are fastened and doors barred (except when otherwise instructed) ;
- (v) all lighting and power supplies are switched off and gas cocks outside buildings are shut. This does not apply to any special supply approved for continuous operation.

718. He is responsible that the keys of the buildings in his charge are deposited in the prescribed place.

719. He is to sign daily, before leaving the Group, a certificate (in the prescribed book) indicating that he has performed his duties correctly.

720. No explosive may be brought into or remain in a Danger Building, nor may work on explosives be done in a Danger Building, unless the appropriate S.S.O. is posted therein.

Special Rules for Repairs and for Electrical Testing

801. The occasions when a workman may carry out inspection, dismantling, replacement, minor repairs or adjustments of any equipment will be found in the appropriate Superintendent's Safety Orders governing the particular operation.

802. Before any other repairs, alterations or maintenance work can be carried out in or to a Danger Building or Clean Area, steps must be taken to clear the building of explosives and wash it down. The place concerned must then be treated as "dirty" and shut off from the remainder of the Danger Area by barriers. This rule applies also to all electrical testing to be carried out inside buildings. The only exceptions to this rule are given in Rule-803:

803. In exceptional circumstances, the whole building need not be cleaned and washed down, and it will be sufficient if the following precautions are taken :—

- (a) every workman engaged on the work must be shut off from the remainder of the building by a screen not less than six feet high, and effective means of escape must be provided ;

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After repair the vicinity is again to be cleaned. No explosive must be brought back into the vicinity during this time and no one should go into

- (b) all explosive must be on the clean side of the screen and at least 10 ft. away from it ;
- (c) the whole portion of the building shut off by the screen must be cleaned immediately before and after the work is completed.

This relaxation may only be used if :—

- (i) the work to be done is of a light nature, does not produce grit and does not involve the erection of scaffolding ;
- (ii) the building concerned does not contain explosive dust and is not used for work on any sensitive explosives such as lead azide or styphnate, fulminate of mercury, dry gun cotton, match composition, etc.

804 Repairs of any nature whatsoever, except those authorised by the S.S.O., are not to be started anywhere within the Danger Area until a "Pass for Repairs" of the approved form (see Appendix 1, page 28) has been duly made out and signed in triplicate (or quadruplicate if Section B is used) by the Foreman and by the Safety Assistant (unless the work is covered by Rule 803, in which case the signature of the Danger Building Visitor is not required).

The Foreman must satisfy himself that he has a clear and detailed knowledge of the repair to be done in relation to any risk of ignition. If he feels any doubt about the existence of risk of ignition, the matter must be referred (on Section B of the Pass for Repairs) to the A.M., who, if satisfied, will counter-sign it.

The original "Pass for Repairs" is to be held on the job by the senior member of the maintenance gang concerned until the repair is completed and it must be shown on demand to the Overlooker or any official of the Danger Area. The copy is to be held in the Foreman's office.

On the completion of the work, the original pass is to be handed back to the Foreman, who is then to have the building made "Clean". Before work can recommence, the Foreman is to sign the original pass and, if the work has been carried out under Rule 802, he is to obtain, in addition, the signature of the D.B.V.

805. If the site of the repairs or the work is not accessible from the dirty side, approach from the Clean Side may be made with the special permission of the Foreman, but Clean Side shoes must be changed at the barrier.

806. On completion of the work and at the end of each day whilst work is proceeding, the workmen carrying out the repairs

The area unless they have good reason

are responsible for the removal of all broken glass, paper, waste wood and other refuse. All this must be disposed of in an orderly manner.

807. As the final cleaning of a dirty building must be made by workmen in clean overshoes, these overshoes must be examined and passed as clean by an Assistant Foreman before each workman returns to the Clean Side.

808. When it is necessary to erect a shelter in a Danger Area for the storage of tools, etc., such shelter may only be erected on a site approved for the purpose by the Foreman concerned. All such shelters are to be searched daily by a Safety Assistant for prohibited articles and inflammable materials.

809. When it is necessary for persons in dirty footwear to cross, or for articles connected with the repair to be carried across a Clean Area, the portion of the area shall be shut off by barriers and treated as "dirty". Alternatively, a portable platform with upstanding sides may be placed across the area, any such platform being declared "dirty".

810. When any repair work is being carried out under Rule 803, an Overlooker or an Official of higher rank must always be present throughout the whole period in order to ensure the observance by all the workmen concerned of the Danger Area Rules.

811. Whenever a repair cannot be met by the foregoing regulations, the method of working is to be agreed between the Assistant Manager and the Factory Safety Officer.

Special Rules for the Introduction or Lighting of Fire or Flame in the Danger Area

812. No fire or means of ignition is to be brought within 30 ft. of a building in the Danger Area without the written consent of the Superintendent (see Fire Pass, Appendix 2, page 31).

813. When a job involving cutting or welding, either flame or electric, is to be done, the article concerned must, save in exceptional circumstances, be removed from the Danger Building.

814. Electric lights, gas jets, fires, gas stoves, fire pots, and apparatus involving the use of flame, which are movable, are not to be introduced into a Danger Area without the written

permission of the Assistant Manager concerned. A copy of this permission must be furnished forthwith to the Factory Safety Officer. All such fire producing appliances are to be accompanied by suitable and adequate fire fighting apparatus on entry into the Danger Area. The fire fighting apparatus is to be kept ready for immediate use at the approved site whilst the fire producing appliance is in use. The arrangements for the use of such fire producing appliances are to be made by the Foreman of the group concerned. The site selected for such use must be at least 30 feet from any building, except with the written authority of the Superintendent. A Danger Area representative is to be present during the whole of the time of use or burning of the fire producing appliance. He is to ensure that the light or fire is extinguished completely before the fire producing appliance is left unattended. All such fire producing appliances are to be removed from the Danger Area at the close of work on each day, unless the specific permission of the Assistant Manager or Superintendent, as the case may be, has been obtained for their retention.

815. A fire pass covers only one fire producing appliance. Only in exceptional cases may more than one fire pass be in operation in one building at one time. In this event the disposition of the fire producing appliances and fire fighting equipment and personnel should be co-ordinated under one man.

816. When the fire fighting appliance is a hose connected to a hydrant, it is desirable to employ a diffuser nozzle and to have the hose charged and supported on a rest ready for instant use.

INSTRUCTIONS TO FIRE PATROL MEN

817. A Danger Area representative instructed in the use of fire fighting appliances is to be present during the whole of the time of use or burning of the fire producing appliance or motor or apparatus which is capable of producing a spark or means of ignition. He will be responsible for lighting all fires (a) by petrol lighter (for blow lamps only) or (b) he will light a storm lamp at the nearest canteen and carry it inside a bucket to the point where the fire is required; he will then light the fire and extinguish the storm lamp. The Danger Area representative will be in possession of a signed fire pass for the period for which the fire is required.

818. The Danger Area representative must not leave his charge unattended under any circumstances, except he be relieved by another Danger Area representative instructed in the use of fire fighting appliances.

Special Rules for Experimental and Specially Dangerous Work

Notes: (i) Experimental Work may be defined broadly as including:—

- (a) work of any kind involving principles which are new or differ materially from those which are usual in the Factory;
 - (b) trials (including examination, handling and storage) of experimental components, equipment, or of explosive materials not approved officially for a Service;
 - (c) the employment in a new way of approved or well understood components, equipment or explosives.
- (ii) **Specially Dangerous Work** may be defined as including work on explosive stores (experimental or otherwise), the safe condition of which is doubtful. The essence of special danger lies rather in the doubt. When the nature of the danger is obvious the precautions to be taken will usually be equally obvious.

901. It must be distinctly understood that it is possible only to give broad definitions of the types of work mentioned above, and the utmost care is to be taken in deciding which part of a trial or operation is to be classed as specially dangerous. In every case of special difficulty, the decision of the Superintendent is to be obtained before commencing the work.

902. All experimental work undertaken by a Technical Assistant must be approved in principle by the Assistant Manager of the Section concerned. Unless the work is under the continuous supervision of an Assistant Foreman or higher official, it must not be carried on without a covering Superintendent's Safety Order.

903. Specially dangerous work must be carried out under conditions previously approved by the Superintendent, the Inspector of Danger Buildings or deputy having first certified his concurrence in the arrangements proposed.

A Safety Assistant and the Foreman must be present during the whole of the operations.

904. Specially dangerous work must not be conducted in a building where other work is in operation, nor where other "explosive stores" are present; and the simultaneous presence of experimental and service work, or of experimental and service explosive or stores is to be avoided.

Experimental work which is of a similar nature to service work may, however, be performed in the same place as the service work, provided that the risk is not appreciably increased.

Service work may be performed in an experimental building at the same time as experimental work, provided that the risk is not appreciably increased.

905. Buildings will be allocated where experimental work may be performed, but different natures of explosive must be kept separate, e.g., different types of experimental fuzes may be dealt with in the same building, but work on experimental fuzes and experimental shell filling must not be carried out simultaneously in the same building.

906. Before commencing work with an experimental explosive, the safety precautions to be taken should be devised from a study of all the available literature upon it, including the Safety Certificates. If no Safety Certificate has been issued, the approval in writing of the Superintendent must be obtained for the proposed procedure.

907. Whenever possible, experimental explosives or any stores partly or wholly composed of experimental explosives, are to be dried in a building by themselves. If it is necessary and permissible to dry them in the same building and at the same time as other explosives, they must be placed as far as possible from the other explosives.

908. The Officials conducting specially dangerous work are responsible for reducing the number of persons present to a minimum before such work commences.

The Senior Official shall, before specially dangerous work is commenced, instruct as many as possible of the workers to withdraw and shall himself withdraw unless his own presence is specially required.

909. Every effort must be made to avoid experimental explosives or stores of specially dangerous material being left in a shop when work ceases. A suitable empty store or magazine should be used for this purpose so that storage with other explosives is avoided.

PASS FOR REPAIRS

Serial No. R.O.F.
 (THIS IS NOT A FIRE PASS)

SECTION "A"

Mr. is authorised under Rule 804
 to carry out according to rule * { 803 and 810
 } 802

in building No. from to
 This building has been adequately cleaned* { according to rule 803
 } " " " 802

I do not consider that Fire Fighting Equipment is required (Rule
 804, para. 2).

Date Signed Foreman Production
 Date Signed S.A. (if under
 Rule 802)

SECTION "B"

To A.M.

Repairs are necessary in Building No. according to
 Rules 802 and 804 from to and I am not satis-
 fied that washing down has removed all traces of explosive and
 therefore risk of ignition may be present.

The order in which repair work will be done is

Firemen and Fire Fighting Equipment have been requisitioned.
 May the repairs proceed please ?

Date Signed S.M. Production
 Date Signed S.A.

To S.M. (P)

Approval is given for the repair work to proceed. Please
 notify I.D.B. 24 hours before work is commenced.

Date Signed A.M.

SECTION "C"

I certify that the repair work has been completed and that
 the above building has been made clean again.

Date Signed Foreman Production
 Date Signed S.A. (if under
 Rule 802)

* Strike out what is not applicable.

- Note: 1. 1 copy each to (a) Maintenance man doing the repair,
 (b) Foreman (P), (c) Section Office, (d) (when
 Section B is used) F.S.O. stating time and date of
 start of work.
 2. Rules 802, 803, 804 and 810 are printed on the back
 of this form.

RULES OF THE DANGER AREA 802, 803, 804 and 810

802. Before any other repairs, alterations or maintenance work can be carried out in or to a Danger Building or Clean Area, steps must be taken to clear the building of explosives and wash it down. The place concerned must then be treated as "dirty" and shut off from the remainder of the Danger Area by barriers. This rule applies also to all electrical testing to be carried out inside buildings. The only exceptions to this rule are given in Rule 803.

803. In exceptional circumstances, the whole building need not be cleaned and washed down, and it will be sufficient if the following precautions are taken :—

- (a) every workman engaged on the work must be shut off from the remainder of the building by a screen not less than six feet high, and effective means of escape must be provided ;
- (b) all explosive must be on the clean side of the screen and at least 10 ft. away from it ;
- (c) the whole portion of the building shut off by the screen must be cleaned immediately before and after the work is completed.

This relaxation may only be used if :—

- (i) the work to be done is of a light nature, does not produce grit and does not involve the erection of scaffolding ;
- (ii) the building concerned does not contain explosive dust and is not used for work on any sensitive explosives such as lead azide or styphnate, fulminate of mercury, dry gun cotton, match composition, etc.

804. Repairs of any nature whatsoever, except those authorised by the S.S.O., are not to be started anywhere within the Danger Area until a "Pass for Repairs" of the approved form (see Appendix 1, page 28) has been duly made out and signed in triplicate or quadruplicate (if Section B is used) by the Foreman and by the Safety Assistant (unless the work is covered by Rule 803, in which case the signature of the Safety Assistant is not required).

The Foreman must satisfy himself that he has a clear and detailed knowledge of the repair to be done in relation to any risk of ignition. If he feels any doubt about the existence of risk of ignition, the matter must be referred (on Section B of the Pass for Repairs) to the A.M., who, if satisfied, will counter-sign it.

The original "Pass for Repairs" is to be held on the job by the senior member of the maintenance gang concerned until the repair is completed and it must be shown on demand to the Overlooker or any official of the Danger Area. The copy is to be held in the foreman's office.

On the completion of the work, the original pass is to be handed back to the Foreman, who is then to have the building made "clean". Before work can recommence, the Foreman is to sign the original pass and, if the work has been carried out under Rule 802, he is to obtain in addition the signature of the S.A.

810. When any repair work is being carried out under Rule 803, an Overlooker or an official of higher rank must always be present throughout the whole period, in order to ensure the observance by all the workmen concerned of the Danger Area Rules.



R-A-H
ROYAL-ARSENAL-HISTORY.COM

FIRE PASS

Serial No..... R.O.F.....
(D.A. Rules 812 to 816)

*Superintendent

Assistant Manager (P)..... Section.....

Permission is required for lighting fires as hereunder :—

Location	Nature of fire to be used	Purpose for which required	Period		Special conditions if any
			from	to	

This Fire Pass is required in connection with Pass for Repairs
Serial No.....

Date..... SignedS.M. (Services)

To : S. M. Services

Approved. Please notify F.B.O. and F.S.O. and then proceed in conformity with D.A. Rules 812 to 816 inclusive.

Date..... Signed*Superintendent
A.M.(P)

* Strike out what is not applicable.

- Notes: 1. A fire pass covers only one Fire Producing Appliance.
2. This form should be prepared in quadruplicate and routed as follows :—one copy to each of (a) D.A. representative, (b) S.M. (Services), (c) F.B.O., (d) F.S.O.
3. D.A. Rules 812 to 818 inclusive are printed overleaf.

RULES OF THE DANGER AREA 812 to 818

812. No fire or means of ignition is to be brought within 30 feet of a building in the Danger Area without the written consent of the Superintendent (see Fire Pass, Appendix 2, page 31).

813. When a job involving cutting or welding, either flame or electric, is to be done, the article concerned must, save in exceptional circumstances, be removed from the Danger Building.

814. Electric lights, gas jets, fires, gas stoves, fire pots, and apparatus involving the use of flame, which are movable, are not to be introduced into a Danger Area without the written permission of the Assistant Manager concerned. A copy of this permission must be furnished forthwith to the Factory Safety Officer. All such fire producing appliances are to be accompanied by suitable and adequate fire fighting apparatus on entry into the Danger Area. The fire fighting apparatus is to be kept ready for immediate use at the approved site whilst the fire producing appliance is in use. The arrangements for the use of such fire producing appliances are to be made by the Foreman of the group concerned. The site selected for such use must be at least 30 feet from any building, except with the written authority of the Superintendent. A Danger Area representative is to be present during the whole of the time of use or burning of the fire producing appliance. He is to ensure that the light or fire is extinguished completely before the fire producing appliance is left unattended. All such fire producing appliances are to be removed from the Danger Area at the close of work on each day, unless the specific permission of the Assistant Manager or Superintendent, as the case may be, has been obtained for their retention.

815. A fire pass covers only one fire producing appliance. Only in exceptional cases may more than one fire pass be in operation in one building at one time. In this event the disposition of the fire producing appliances and fire fighting equipment and personnel should be co-ordinated under one man.

816. When the fire fighting appliance is a hose connected to a hydrant, it is desirable to employ a diffuser nozzle and to have the hose charged and supported on a rest ready for instant use.

INSTRUCTIONS TO FIRE PATROL MEN

817. A Danger Area representative instructed in the use of fire fighting appliances is to be present during the whole of the time of use or burning of the fire producing appliance or motor or apparatus which is capable of producing a spark or means of

ignition. He will be responsible for lighting all fires (a) by petrol lighter (for blow lamps only) or (b) he will light a storm lamp at the nearest canteen and carry it inside a bucket to the point where the fire is required; he will then light the fire and extinguish the storm lamp. The Danger Area representative will be in possession of signed fire pass for the period for which the fire is required.

818. The Danger Area representative must not leave his charge unattended under any circumstances, except he be relieved by another Danger Area representative instructed in the use of fire fighting appliances.



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a

81
b