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*This video makes the point that fires are very common hazards and that no one should try to fight a fire without training. However, they need equipment to do so, even it if it is just an A-B-C fire extinguisher. These should be located in prominent and easy to reach locations throughout the facility and inspected annually to make sure they are in good operating condition.*

**Transcript**

*Handheld fire extinguishers are an essential piece of life-saving equipment. For a general office environment, most fire departments recommend using an A-B-C-type extinguisher, which is capable of suppressing small fires, including those caused by electrical shorts. However, fire professionals warn that all fires, especially those that are electrical in origin are extremely dangerous. Only staff members with fire-fighting training should attempt to control them.*

*While A-B-C-style extinguishers are recommended for most settings, industrial sites may have fires that require a different approach. Check with your local fire department for recommendations on the size, number, and types of extinguishers to keep at your facility.*

*Remember that every handheld extinguisher should be inspected annually at least, and sent in for servicing even if only partially discharged. Give fire extinguishers prominent positions in your facility. Make removing them to use as simple and easy as “grab and go.”*

*Contact your local fire department for training on how you and your co-workers can help contain a small fire using a handheld extinguisher.*

*More information on firefighting with handheld extinguishers can be found in the* ***Ready Rating Resource Center****.*