



Training Solutions, Delivered!

THE FIRE TRIANGLE

**Leader's Guide, Fact Sheet
& Quiz**

Item Number: 5327
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This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.

PREPARING FOR THE MEETING

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes before the quiz itself, which is on the final page.

CONDUCTING THE PRESENTATION

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

5327 THE FIRE TRIANGLE FACT SHEET

LENGTH: 2:12 MINUTES

PRODUCTION YEAR: 2023

PROGRAM SYNOPSIS:

Office buildings and other corporate facilities are often multi-story and contain many offices, cubicles, storage areas, and meeting rooms. The number of people in these types of facilities, combined with an abundance of combustible materials and potential sources of ignition, creates the potential for a hazardous office fire to occur. To help prevent fires, office workers must understand and follow good fire prevention practices, such as office housekeeping, which keeps combustible items from accumulating and removes them from proximity to heat sources. This program discusses the three elements of a fire and the methods used to control a fire.

PROGRAM OBJECTIVES:

After watching the program, the participant should be able to explain the following:

- The three elements of a fire;
- What are common fuel and heat sources for fires;
- What can extinguish a fire.

INSTRUCTIONAL CONTENT:

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- A fire needs three elements to burn: fuel, oxygen, and a heat source. A fire must have all three elements to continue burning. If any one element is removed, the fire will be extinguished. These three elements are often represented graphically by a triangle that is referred to as the “fire triangle.”
- Common sources of fuel for an office fire include combustible items like paper, cardboard, or wood. Other fuel sources include furnishings such as carpet, desks, chairs, or drapes, as well as the plastic and polymer exterior housings of office equipment and computers.
- Common heat sources, also called ignition sources, for office fires include overloaded electric circuits, open flames, cigarettes, and heat-generating appliances such as space heaters, coffee makers, toasters, and similar items.
- To prevent office fires, all combustible items must be kept a safe distance from these types of ignition sources.
- After a fire has been ignited, additional heat will be produced as the available fuel is burned. An office fire like this will continue to grow larger and larger if sufficient heat, fuel, and oxygen are present.
- For an office fire to be extinguished, one of these three elements must be removed. For example, when the fire department applies large amounts of water to a fire, the water reduces the temperature of the heat source, and the fire is extinguished.
- When certain types of fire extinguishers are used, the extinguishing agent displaces enough oxygen from the immediate area to extinguish the fire.
- If a fire is not extinguished by either of these methods, it will continue to burn until all available fuel is consumed, and the fire burns itself out.

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ANSWERS TO THE REVIEW QUIZ

1. a

2. b

3. a

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REVIEW QUIZ

Name _____ Date _____

The following questions are provided to determine how well you understand the information presented in this program.

1. The three elements of a fire (fuel, oxygen, and a heat source) are often represented graphically by a triangle that is referred to as the "fire triangle".
 - a. True
 - b. False

2. The only way for an office fire to be extinguished is if all three elements are removed.
 - a. True
 - b. False

3. When certain types of fire extinguishers are used, the extinguishing agent displaces enough oxygen from the immediate area to extinguish the fire.
 - a. True
 - b. False