



THIS PLAN MUST BE POSTED AT EACH JOB SITE AND EMPLOYEES ARE EXPECTED TO BE TRAINED IN HOW TO FOLLOW ITS PROVISIONS

HOUSING AND SMALL BUILDINGS FIRE SAFETY PLAN FOR CONSTRUCTION, RENOVATION OR DEMOLITION

1. Housing and Small Buildings (ABC Part 9), use the Small Buildings Fire Safety Plan.
2. Buildings under 600m and 3 storeys or less in building height, use the Small Buildings Fire Safety Plan.
3. All other projects submit a Customized Fire Safety Plan to the Fire Department for approval.

Building Permit # _____ Address: _____

Person submitting and Company: _____

Description of Project: _____

General Considerations:

- A warning system will be in place at all sites to warn of potential threats, and facilitate evacuation.
- Each site will have a muster point where workers can be accounted for.
- A method of notifying the fire department, or other emergency agencies shall be available on site.
- Fire extinguishers will be always available while workers are present.
- Access to fire hydrants and buildings for fire apparatus must be maintained.

Hazards Control:

- At the end of each day combustibles will be cleared from the site area, disposed of in bins, or stored in neat piles.
- No open-flame devices will be used inside buildings unless a dedicated watch is in place – this includes hot works.
- LPG tanks or flammable liquids containers are not allowed within buildings.

Emergency Response Numbers: FIRE/POLICE/AMBULANCE: 9-1-1

Contact Personnel:

Provide a list of names and telephone numbers of person(s) to be contacted during non-operating hours or in emergency situations. Contact (24 hr.)

Name and contact number:

Signature: _____ Date: _____





POST THIS PAGE VISIBLY ON CONSTRUCTION SITE

**HOUSING AND SMALL BUILDINGS CONSTRUCTION, DEMOLITION AND/OR
RENOVATION SITE EVACUATION PLAN**

Address: _____

Emergency Contact person/phone number: _____

Muster Point: _____

FIRE EMERGENCY:

Upon Discovery of Fire:

- Leave fire area immediately.
- Close all doors behind you, turn off equipment if safe to do so.
- Notify occupants verbally or sound horn or activate fire alarm system.
- Call the Fire Department 9-1-1 (from a safe location).
- Use nearest exit, do not use man lifts or elevators.
- Try to extinguish a very small fire only.
- Go to muster point, stay there until instructed to do otherwise.
- A supervisor must await the arrival of the Fire Department at the main access point.

UPON HEARING OF A FIRE CONDITION:

- Turn off equipment.
- Use nearest exit, do not use man lifts.
- Close doors behind you where practical.
- Go to muster point, be accounted for.
- Do not leave the muster point until instructed to do so.
- Designates must account for all people expected to be on site.

EMERGENCY NUMBERS

Fire, Rescue, Dangerous Goods, Ambulance, Police: 911

POWER: (____)-____-_____

WATER: (____)-____-_____

GAS: (____)-____-_____



HOUSING AND SMALL BUILDING FIRE SAFETY GUIDELINES FOR CONSTRUCTION, RENOVATION AND DEMOLITION SITES

- Alberta Fire Code, Division B, Section 5.6. This Section applies to *buildings*, parts of *buildings*, and areas undergoing construction or demolition including renovations.
- Alberta Fire Code, Division B, Sentence 5.6.1.2(1). Prior to the commencement of construction or demolition operations, a Fire Safety Plan shall be prepared for the site.

The Fire Safety Plan will be **site specific** and may be reviewed at any time by the *authority having jurisdiction* (Fire Prevention). On site personnel must be oriented on the plan.

A Fire Safety Plan should include, but is not limited to the following information.

- **Emergency Procedures to be used in THE EVENT OF AN EMERGENCY:**
 - Remove those in immediate danger.
 - Contain fire by closing door.
 - Sounding of the fire alarm by shouting or use of a horn.
 - Go to muster point and call 911.
 - Extinguish the fire only if safe to do so.
- **Assigned site personnel are responsible to implement and maintain fire safety duties such as:**
 - Control of combustibles on the site and around the buildings.
 - Removal of excess garbage material on a regular basis.
 - Maintain separation of combustibles from open flame devices.
 - Maintain unobstructed access for fire trucks to structure and hydrants.
 - Maintain the operation of at least one exit from every floor.
- **Fire Extinguishers:**
 - Sufficient numbers on site.
 - Up to date, serviced within the last year.
 - At or near gas or propane fuel operated equipment.
 - Mounted, with proper signage, at exit locations or required travel distance on site.
 - Adjacent to any hot works operations – cutting torch, welding or torching.
- **Hot works operations:**
 - The area shall be clear of flammable and combustible materials.
 - Fire watch conducted to a period of 60 minutes after completion.
 - A final inspection of the hot works area 4 hours after completion.
 - Work being performed by trained or certified personal.
 - A fire extinguisher always present.
- **Flammable and Combustible Storage including compressed gas:**
 - Storage area protected from vehicular/industrial motorized traffic.
 - Portable pressurized (new or used) cylinders secured when not in use.
 - A portable extinguisher near storage and work areas.
 - Storage area away from egress and access routes to the site.
- **Security:**
 - 24-hour security on site, by locked gate, alarm system, nightly rounds, or on-site provisions.
- **Contact Personnel:**
 - Provide a list of names, addresses, and telephone numbers of persons to be contacted during non-operating hours or in emergency situations.