

Fire Safety Plan Information

City of St. Albert – Fire Services



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CITY OF ST. ALBERT FIRE SERVICES

Fire Safety Plan Information

A Fire Safety Plan is designed by the building owner in co-operation with the Fire Department to identify the actions that should be taken by the occupants and building management in the event of a fire or similar emergency situation. Items are identified that must be implemented and documented, where required in order to maintain fire protection systems and assist in the prevention of a fire on the premise.

Fire safety plans are required for a variety of buildings and circumstances. These include:

- Construction and demolition sites.
- Areas where flammable or combustible liquids are stored or handled.
- Areas where hazardous processes or operations occur.
- Care facilities (nursing homes or hospitals).
- Large-assembly occupancies.

Supervisory staff must be trained in fire emergency procedures before they are given responsibilities for fire safety. These training requirements must be met annually for most buildings and every six months for high-rise buildings. Staff in St. Albert schools attended by children must practise fire emergency procedures three times in the spring and three times in the fall.

Building fire safety plans must include several important procedures to be used in case of fire, including:

- Sounding the fire alarm.
- Notifying the fire department.
- Instructing occupants on procedures to be followed when the fire alarm sounds.
- Evacuating occupants, including special provisions for persons requiring assistance.
- Confining, controlling and extinguishing the fire.

Building fire safety plans must also describe the training requirements of supervisory staff and other occupants and their responsibilities for fire safety. They include documents and diagrams showing the type, location and operation of the building fire-emergency systems.

Each plan must also detail requirements for fire drills, steps taken to control fire hazards in the building and information on the inspection and maintenance of building facilities for the occupants' safety.



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