

Assembly Occupancies

Includes places used for gatherings of people, e.g.:

- Places of worship
- Community halls
- Rinks & arenas

CHECKLIST: COMMON FIRE SERVICE REQUIREMENTS

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| <input type="checkbox"/> Address: must be visible from road and lane, free from foliage, trees, etc. and in a contrasting colour. | <input type="checkbox"/> Fire separations: must have no holes or openings that compromise their purpose. |
| <input type="checkbox"/> Aisleways: must provide a clear access to exits. | <input type="checkbox"/> Garbage disposal: commercial containers must be kept closed and located three metres from combustible buildings. If inside, commercial containers should have tight-fitting lids and be in fire-separated rooms. |
| <input type="checkbox"/> Decorations: must be non-combustible or treated. | <input type="checkbox"/> Mechanical rooms (such as boiler, furnace, or electrical rooms): must provide clear access to equipment, and, in the case of boiler rooms and electrical vaults, must contain no storage. Panels require 1 metre of clearance. |
| <input type="checkbox"/> Drapes: must be treated. | <input type="checkbox"/> Portable fire extinguishers: must: |
| <input type="checkbox"/> Emergency lighting: may be provided by battery packs with remote or attached heads, or by emergency generators that will illuminate specified A/C fixtures or remote light heads. Must be operational with no visible damage. Must be tested monthly by staff, and serviced and tagged annually by a certified technician. | <input type="checkbox"/> be located in corridors and service rooms |
| <input type="checkbox"/> Exit doors: must not be blocked from either the inside or the outside, and must open from the inside with a single releasing action with a closed fist. | <input type="checkbox"/> be mounted in a visible location, accessible, and serviced and tagged at least annually by a certified technician. |
| <input type="checkbox"/> Exit signs: must be visible and remain illuminated at all times the building is occupied. | <input type="checkbox"/> be full and functioning (no leaks, damage, corrosion, malfunctioning parts and clogged nozzles). |
| <input type="checkbox"/> Extension cords: kept to a minimum and not overloaded. | <input type="checkbox"/> Have a minimum rating 2A-10BC. |
| <input type="checkbox"/> Fire alarm systems: must be in good working condition. Must have a current service tag (within the last 12 months) and up-to-date logbook. | <input type="checkbox"/> Portable heaters: must be an approved type and kept away from combustibles. |
| <input type="checkbox"/> Fire doors: must not be blocked or wedged open, including stairwell doors. | <input type="checkbox"/> Sprinkler and standpipe connections: must be capped, free of debris, and accessible. |
| <input type="checkbox"/> Fire hydrants: must be accessible, free of damage, and serviced within the specified date. Private hydrants require annual service, with records kept on site. | <input type="checkbox"/> Sprinkler systems: must be inspected and tested by qualified personnel at least once per year. Must have a current service tag (within the last 12 months). No storage is permitted within 18 inches of the bottom of sprinkler heads. |
| <input type="checkbox"/> Fire Safety Plan: must conform to BC Fire Code Section 2.8, be reviewed and updated annually. | |

Some buildings may not have all of the items described above.

The above requirements are where fire inspectors find most contraventions. This is not an exhaustive list.

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