

DAYCARE FIRE INSPECTION REPORT

NAME OF CHILD CARE FACILITY:

DIRECTORS NAME:

PHONE NUMBER:

DATE:

ADDRESS:

PERSON CONDUCTING INSPECTION:

MFC		YES	NO	N/A	REQUIRES ATTENTION
	DRILLS AND EVACUATION				
2.8.2.	1. Fire evacuation plans and procedures are complete, up-to date and prominently posted in each room of the Day Care Centre.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.2.2.	2. Staff members know their assigned duty in evacuation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.3.2.	3. Fire Drills are conducted monthly (suggested that alternate exit routes and alternate times be used).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8.1.2.	4. Staff members know how to transmit a fire alarm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB REG.	5. A written record of fire drills is maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	ELECTRICAL				
MB REG.	6. Electrical appliances bear the label of a testing laboratory (ULC, CSA).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB REG.	7. Coffee makers, hot plates, toasters, etc. are unplugged when not in use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.7.1.	8. Extension cords are properly used and all electrical boxes have cover plates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	EXIT AND FIRE DOORS				
2.7.1.6.	9. Corridors, stairs and exits are unobstructed and properly illuminated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.3.1.	10. Exit signs are readily visible and illuminated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.1.7.	11. Exits are free of snow and ice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.1.6.	12. Exterior fire escapes are in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.2.4.	13. Fire doors or stairway doors are NOT wedged or blocked open.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2.2.4.	14. Fire doors close and latch properly and door closing devices are in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7.1.1.	15. Exit doors are readily opened from the inside without the use of keys or other locking devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	FIRE DEPARTMENT ACCESS				
2.5.1.5.	16. Fire Lanes are NOT obstructed by vehicles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5.1.4.	17. Exterior fire department connections are readily visible and unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	FIRE EXTINGUISHERS				
MB. REG.	18. All staff members know how and when to use the portable fire extinguishers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2.4.1.	19. Fire extinguishers are inspected monthly to ensure required extinguishers are present, of the proper type, hung, labelled, charged and tagged.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>6.2.4.1.</u>	20. An inspection of the fire extinguishers has been conducted by a certified agency within the past 12 months.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2.1.1.	21. Portable extinguisher installed as per NFPA #10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>2.10.4.2.</u>	22. A minimum 2A10BC dry chemical fire extinguisher is installed in an area adjacent to the kitchen.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MFC 1998		Yes	No	N/A	REQUIRES ATTENTION
FIRE PROTECTION SYSTEMS					
6.7.1.6.	23. Emergency Lights a. Tested monthly to ensure function on power failure. b. Date of last annual test _____.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
6.7.1.1.	24. Emergency Generator a. Date of last full load test _____.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.3.1.2.	25. Fire Alarm System a. Annunciation panel functioning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1.3.1.	b. All (required)locations protected by a fire detection device (H.A.D; SA; SD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAN/ULC S-536	c. One fire alarm manual pull station is operated on a rotational basis every month and written records are maintained. d. Date of last annual test _____.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
6.6.3.3.	26. Fire Pump a. Date of last full rated capacity test _____.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6.1.6.	27. Heating System – last inspection and service by qualified heating contractor _____.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.5.3.	28. Sprinkler system a. Date of last test _____.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.4.1.1.	29. Standpipes and Fire Hose Cabinets a. A written record of monthly hose cabinet inspections is maintained. b. Date of last standpipe test _____. c. Date of last hose test _____.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
FIRE SEPARATIONS					
2.2.1.2	29. Required fire separations of rooms, corridors, shafts and other spaces are in good repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOUSEKEEPING					
2.10.3.2.	30. Trash and debris are contained in non-combustible waste receptacles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.1.4.	31. Lint traps in laundry equipment are cleaned after each use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB Reg.	32. Smoking is permitted in accordance with approved Fire Plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
INTERIOR FINISH					
2.3.2.	33. Drapes, curtains, decorative materials and interior finishes meet flame resistant and flame retardant criteria.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB Reg.	34. Gym mats not intended for sleeping purposes are treated with approved fire retardant materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.10.3.1.	35. Combustible materials such as artwork and teaching materials, which are attached to walls, do NOT exceed 20% of each wall's area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RESPONSIBILITY AND SUPERVISION					
2.10.4.1.	36. All staff members know their responsibility in fire protection.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
2.10.2.1.	37. There is at least one staff member for each 10 children 2 years of age and older.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
2.10.2.1.	38. There is at least one additional staff member for each 5 children under the age of 2 years.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
2.10.2.1.	39. Sufficient staff are present to escort children with disabilities to safety.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	SMOKE ALARMS				
2.1.3.3.	40. Smoke alarms are installed on each floor area in every room to be used for sleeping purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB REG.	41. A written record of monthly smoke alarms tests is maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	STORAGE				
2.4.1.1.	42. Combustible materials have NOT accumulated in basements, storage rooms, service rooms or stairwells.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.1.1.	43. Combustible materials are NOT being stored next to water heaters and heating equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4.1.1.	44. Chemicals, flammable and combustible liquids, including solvents, paints and cleaning supplies are stored in areas inaccessible to children.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MB Reg.	45. Propane cylinders (except as otherwise permitted by Fire Department) are NOT stored inside the building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.1.4					
6.5.1.5.	46. There is at least 18" clearance between storage and sprinkler heads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ITEMS REQUIRING ATTENTION

Deficiency	Corrective Action

If you have any questions or need more information, please do not hesitate to call.

Inspector: (print)

Organization:

E-Mail:

Contact Number:

Signed: _____

CORRECTIVE ACTIONS COMPLETED: _____
(DATE)

SIGNATURE: _____ TITLE: _____

NOTE:

“MFC” refers to a Manitoba Fire Code requirement
 “NA” means no applicable
 “MB. REG.” Are not Fire Code Requirements but based on:

- (i) Manitoba Regulation 62/86, “The Community Child Day Care Standards Act”
- (ii) Licensing Manual for Day Care Homes
- (iii) National Fire Protection Association Information
- (iv) MB Electrical Code.