



Basic Construction Fire Safety Plan



For Buildings: UNDER 600m² / 3 Stories or Less / *Unoccupied
(* Detached Garages, Renovations & Basement Developments)

POST ON CONSTRUCTION SITE

Builder / Owner Name: _____

Construction Site Address: _____

Contact Ph#: _____ Cell#: _____

Email Address: _____

Emergency Contact Information

Name: _____

Phone Number: _____

Alternate Number: _____

Property Type

Residential

☐

Commercial

☐

Industrial

☐

Type of Work Being Done (Check All That Apply)

New Construction

☐

Renovation

☐

Demolition

☐

Description of Work Being Completed

Anticipated Completion Date: _____

Emergency Numbers

Fire / Police: 9-1-1
POWER: 780-310-9473
WATER: 780-980-7108
GAS: 1-866-222-2068

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Muster Point Location:

_____ *Must be within one block of the construction site*

Requirements for Adjacent Property Protection (See Page 7)

Provide an outline of what option(s) are to be used for the protection of adjacent property as per the current Alberta Fire Code Sentence 5.6.1.2.

Protection of Adjacent Properties

- 1) *Protection shall be provided for exposed adjacent buildings or facilities from fire originating from buildings, parts of buildings, facilities and associated areas undergoing construction, alterations or demolition operations.*

Adjacent Property Protection product used: _____

Note: **Detached Garage** on a **ZERO LOT LINE** requires adjacent **Property Protection**

I have read and understand the requirements of the fire plan.

Name(Print) _____

Date _____

Signature _____

- 1) *Keep a copy of the whole fire plan with the Site Supervisor and available for inspection by the Fire Department*
- 2) *Submit a copy of Pages 1 to 2 to:*

The Planning and Development Department
#1 Alexandra Park,
Leduc AB, T9E 4C4
Ph 780-980-7177
Fax 780-980-7127
E-Mail: planning@leduc.ca

★Prior to approval, pages 1 & 2 must be fully completed.

FIRE SERVICES REVIEWED

Date _____

Name (print) _____

Signature _____

SCO# _____

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CONSTRUCTION FIRE SAFETY GUIDELINES

The primary purpose of these guidelines is to protect life and property. These guidelines are aimed mainly at contractors.

Most issues at construction sites can be dealt with using simple precautions.

- 1) Street address of the site is to be posted and **clearly visible at all times** for all emergency response personnel including police, fire and ambulance. Address numbers should be affixed in a visible location at a level of about 2 m from the ground, or taped to the inside of a front facing window.
- 2) Smoking shall not be permitted in areas where conditions are hazardous or potential of ignition exists.
- 3) Fire Department Access is to be maintained at ALL times from start to completion of construction. Blocking or obstruction of access roads or hydrants with construction materials, equipment or excavation materials is not permitted.
- 4) **Construction Heaters shall be connected so as to minimize danger of mechanical damage and upset and be installed on a solid level base. Temporary heaters must be placed at least 5 m from combustible tarpaulins or similar coverings. Tarps must be securely fastened to prevent wind from blowing where they could upset the heater or be set on fire.**
- 5) Piping, tubing, hose and fittings shall be supported, secured and protected from damage and strain. Propane regulators shall be properly fastened within the protective cover.
- 6) Outdoor Refuse Containers shall be kept at least 3 meters from a combustible building and any building overhang or opening. Combustible waste materials in and around buildings shall not be permitted to accumulate in quantities or locations that will constitute a fire hazard.

Burning of waste material at construction sites is NOT PERMITTED.

- 7) Hot works shall be performed only by personnel trained in the safe use of hot work equipment. A fire watch shall be provided for a period of not less than 60 minutes after its completion. At least **one 10lb ABC portable extinguisher** and a pail of water shall be provided in the hot work area.
- 8) If fire breaks out the alarm should be raised as soon as the person discovers it and should be heard by everyone working on the site. **Immediately Dial 911**. Provide the operator with a street address and a description of the emergency.

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Fire and/or Evacuation Emergency Response Plan

Emergency Procedure

1. Don't panic
2. Turn off Equipment if safe to do so
3. Leave Fire Area Immediately
4. Close all doors behind you
5. Call for help and sound the alarm/horn
6. If possible try to extinguish the fire (if smaller than you)
7. If fire is larger than you or uncontainable, evacuate yourself, and call **9-1-1** communicate to others that **9-1-1** has been called

Our worksite address is _____

8. Use nearest exit to leave structure, **DO NOT** use man lifts or elevators
9. Meet at designated muster site, do not leave muster area unless it is compromised (as per site/event diagram)
10. Do head count – buddy system
11. Supervisor must await the arrival of the Fire Department at the main access point.

Flammable and Combustible Storage

1. Storage area separated from combustible material by 3m.
2. Storage area locked and vented as required.
3. Storage area protected from vehicular/industrial motorized traffic.
4. Portable pressurized (new or used) cylinders secured when not in use.
5. A current /updated list of dangerous goods is kept on site (if applicable).
6. Storage area(s) is away from egress and access routes in and outside the building.



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Using a Fire Extinguisher

There is a simple acronym to remember to operate most fire extinguishers - **PASS**.

Pull
Aim
Squeeze
Sweep

Pull the pin at the top of the cylinder. Some units require the releasing of a lock latch or pressing a puncture lever.

Aim the nozzle at the base of the fire.

Squeeze or press the handle.

Sweep the contents from side to side at the base of the fire until it goes out.

Shut off the extinguisher and then watch carefully for a rekindling of the fire.

When to Fight a Fire

You should fight a fire with a fire extinguisher only when the following are true:

1. Everyone has left or is leaving the building.
2. The fire department has been called.
3. The fire is small and confined to the immediate areas where it started such as, in a wastebasket, cushion, small appliance, stove, etc.
4. You can fight the fire with your back to a safe escape route.
5. Your extinguisher is rated for the type of fire you are fighting and is in good working order.
6. You have had training in use of the extinguisher and are confident that you can operate it effectively.

Remember:

If you have the **slightest doubt** about whether or not to fight the fire - **DON'T**.

Instead, get out, closing the door behind you to slow the spread of the fire. You have one of the best fire departments in the world standing by ready to protect you. Let the professionals do their job.

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Fire prevention

1. Address is posted and clearly legible at the street side of the work site.
2. Keep all entrances, exits and roadway(s) clear of obstructions such as vehicles, equipment and general clutter at all times.
3. Keep areas free of unnecessary combustible materials.
4. Correct poor housekeeping practices.
5. Use appropriate shielding of flammable surfaces when performing hot work (*Tar work, welding, cooking etc.*).
6. Use proper degreasing agents. Never use gasoline or other "flammable liquids" for degreasing or cleaning equipment.
7. Fuel storage and hazardous materials are stored appropriately and are not obstructing access or exits from event site.
8. Fire Hydrants are to be unobstructed (if applicable) at all times.
9. Ensure the Fire Department has clear access to the event.
10. All supervisory staff should know the location and use of the firefighting equipment in their area.
11. **Fire extinguishers must display a current annual inspection tag** and be ready for use.
12. An appropriate number of fire extinguishers supplied:
 - 1 fire extinguisher for every 139 m² (1500 ft²) **and/or** 75 ft travel maximum travel distance
 - 1 per structure / tent / trailer on site
13. Never return an empty extinguisher to its fire station. Clearly mark it out of service and exchange it for a charged unit.
14. All staff must receive training before using fire extinguishing equipment.

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October 1, 2012 Guideline - Protecting adjacent properties during construction

Single Attached and Detached Homes

The options listed for consideration are based on the assumption that the site supervisor has implemented fire prevention initiatives to reduce the risk of fire and has acceptable fire safety plan. A Fire Safety Codes Officer may visit the construction site to evaluate the method of protection of adjacent properties.

An acceptable method of protection can be achieved by using one of the following methods:

1. Install sheathing with a factory applied fire resistant coating on the exterior surface of all side yard walls and gables located less than 20 meters from adjacent properties, or that have potential of hosting a structure. The sheathing criteria is as follows;

- o The sheathing must be listed, or the manufacturer must have the authority to mark indicating that the material complies with CAN/ULC S102 having a flame spread rating of < 25.

(Confirmation of listing or authority to mark is required by October 1, 2012)

(Listed or authority to mark means the mark of a third-party certified body accredited by the Standards Council of Canada)

- o The wall assembly with the sheathing must also have a fire resistance rating, minimum of 15 minutes tested to a CAN/ULC S 101 standard.

The Pilot Scale test (6ft. 0in. x 4ft. 0in. sample) is acceptable for meeting this requirement. The Pilot Scale test shall also have an ongoing follow up program to ensure continued consistency with the test sample. The AHJ recognizes the Pilot Scale test will not qualify for the authorization to mark or listing as required with CAN/ULC-S102 test.

-OR-

2. Install fire resistant panels/sheathing that meet the CAN/ULC standards as above on all vertical surfaces adjacent to a side yard property line.

-OR-

3. **For redevelopment or infill projects** where a building is removed and replaced by a new structure, the fire-resistant treatment may **face inside** the building or be inherently fire resistant as indicated in item 2.

Note: All products or methods used to achieve the adjacent property protection must not contradict requirements of the National Building Code – Alberta Edition.

This information is being provided for the construction industry in an effort to reduce the risk of fire exposure to buildings adjacent to new construction. It is the **sole responsibility of the owner** or representatives of the owner to be aware of all regulations within the jurisdiction and to carry out or make provisions to adhere to the various codes and standards applicable to their project or business.

Note: this guideline is subject to periodic revision; ensure that you have the most current version