ASSEMBLY OCCUPANCIES

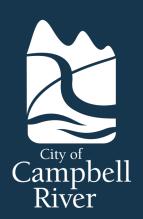
OWNER / OCCUPANT INSPECTION INFORMATION

The B.C. Fire Code requires building owners and occupants to comply with the requirements on this checklist.

These requirements are in addition to those listed in the Fire Safety & You brochure.

ASSEMBLY USES INCLUDE:

- Places of worship
- Nightclubs/pubs
- Community halls
- Libraries
- Restaurants



FIRE DEPARTMENT

675 13th Ave Campbell River, BC V9W 6C1

250-286-6266 www.campbellriver.ca/fire



CHECKLIST: COMMON FIRE SERVICE REQUIREMENTS

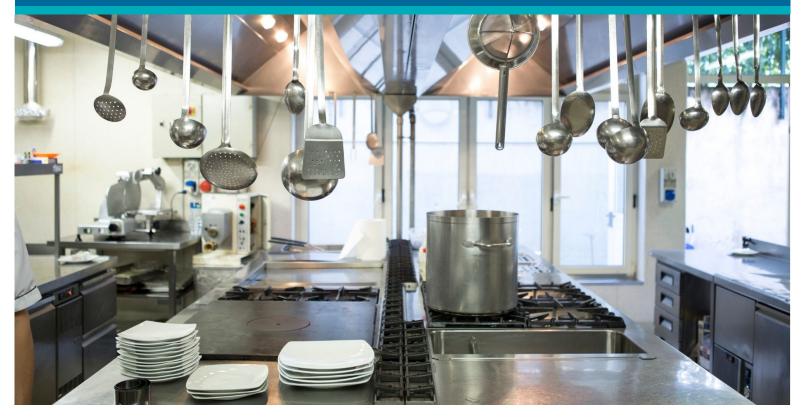
Address: must be visible from road and lane, free from foliage, and in a contrasting colour.
Aisleways: must provide clear access to exits.
Decorations : must be non-combustible or treated.
Drapes: must be treated.
Emergency lighting : may be provided by battery packs with remote and attached heads, or by emergency generators that will illuminate specified A/C fixtures or remote light heads. Must be operational, with no visible damage, with heads aimed in proper direction, and serviced and tagged annually by a certified technician.
Exit doors : must not be locked or blocked from either the inside or outside. Must be unlocked from the inside when the building is occupied. Must have panic hardware that releases when a force of 20 pounds or less is applied.
Exit signs: must be visible and remain illuminated at all times the building is occupied.
Extension cords: kept to a minimum and not overloaded.
Fire alarm systems : must have a working A/C power-on bulb and be in good working condition with no audible or visual damage. Must have a current service tag (within the last 12 months) and up-to-date logbook.
Fire doors : must not be blocked or wedged open, including stairwell doors. Must have closures and no wedges to hold open fire rated doors.
Fire hydrants : must be accessible, free of damage and serviced within the specified date. Private hydrants require annual service, with records kept on site.
Fire Safety Plan: must be reviewed and updated yearly.
Fire separations: must have no holes or openings that compromise their purpose.
Garbage disposal : commercial containers must be located three metres from combustible buildings. If inside, commercial containers should have tight fitting lids and be in fire separated rooms.
Occupant load : Submit occupant load calculation per BC Fire Code requirements to Fire Prevention Branch office for review.
Portable fire extinguishers: must:
□ be located adjacent to corridors or aisles that provide access to exits.
be mounted in a visible location, accessible, and serviced and tagged at least once every 12 months by a certified technician.
 be full and functioning (no leaks, damage, corrosion, malfunctioning parts or clogged nozzles).
□ have a minimum rating 2A-10BC

Portable heaters: must be an approved type and kept away from combustibles.

Must have a current service tag (within the last 12 months) and up-to-date logbook.

Sprinkler systems: must be inspected and tested by qualified personnel at least once per year.

ASSEMBLY OCCUPANCIES (Cont.)



CHECKLIST FOR RESTAUANTS & COMMERCIAL KITCHENS

COMMON FIRE SERVICE REQUIREMENTS:

Required in addition to the checklist on the front

- ☐ **Cooking equipment**: shall be installed and maintained so as not to create a fire hazard and in conformance with its certification.
- Exhaust system:
 - ☐ Exhaust systems shall be operated whenever cooking equipment is turned on.
 - The entire exhaust system shall be inspected for grease buildup by a qualified person:
 - Monthly for systems servicing solid fuel cooking operations
 - Quarterly for systems servicing high-volume cooking operations, such as 24-hour cooking, charbroiling, or wok cooking.
 - Semi-annually for systems servicing moderatevolume cooking operations
 - Annually for systems servicing low-volume cooking operations such as churches, day camps, seasonal business, or senior centres
 - If upon inspection, the exhaust system is found to be contaminated with deposits from grease-laden vapours, the contaminated portions of the exhaust system shall be cleaned by a qualified person.

Fire extinguisher (K-Class) must:

- □ Be located within 30 feet of cooking areas
- ☐ Be mounted in a visible location, accessible, and serviced at least once every 12 months
- Be full and functioning (no leaks, damage, corrosion, malfunctioning parts or clogged nozzles)
- **Fire suppression system**: must be serviced at least once every 6 months.
- Hoods, grease removal devices, fans, ducts, and other components: shall be cleaned at frequent intervals to prevent surfaces from becoming heavily contaminated with grease or other residues.
- **Instructions for manually operating the fire protection systems**: shall be posted clearly visible in the kitchen as part of the Fire Safety Plan.
- Staff are trained: to use portable fire extinguishers and manually activate the kitchen fire suppression system.