

# WAREHOUSE 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.*

## WAREHOUSE USES INCLUDE:

- Warehousing and storage
- Shipping and receiving



## CHECKLIST: COMMON FIRE SERVICE REQUIREMENTS

- Address:** must be visible from road and lane, free from foliage, and in a contrasting colour.
- Electrical equipment:** must be free of dust, with clearance from combustibles.
- Emergency lighting:** may be provided by battery packs with remote and attached 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 out. Must be unlocked from the inside when the building is occupied.
- Exit signs:** must be visible and remain illuminated at all times when the building is occupied.
- Exposures such as pallets or flammable items:** should be noted as to location and type.
- 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. No door wedges to be used.
- Fire hose cabinets:** there must be clear access to cabinets, hose must be in good repair and complete with nozzles.
- 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 lanes:** must have an adequate clear width of six unobstructed metres from building.
- Fire separations:** must have no holes or openings that compromise their purpose.
- Forklifts:** propane and gasoline-fired forklifts require a minimum rating 2A-10BC.
- Garbage disposal:** commercial containers must be located three metres from combustible buildings, and if inside, should have tight-fitting lids and be in fire-separated rooms.
- 'No Smoking' signs:** must be posted in hazardous areas.
- 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.
- Propane cylinders:** cylinders inside must be connected to appliance/equipment and in use. All cylinders (full or empty) must be stored outside in a secure location.
- Sprinkler and standpipe connections:** must be capped, free of debris and accessible.
- Sprinkler system:** must be inspected/tested by a qualified personnel at least once per year. Must have a current service tag (within the last 12 months) and up-to-date logbook.
- Sprinkler valves:** must be in the open position, either locked and chained, or sealed and monitored electronically. No storage is permitted within 18 inches of the bottom of the sprinkler heads.
- Storage arrangement:** maximum height of storage of commodities must comply with their sprinkler system design.
- Waste paper containers:** in public areas must not be combustible.



City of  
**Campbell  
River**

## FIRE DEPARTMENT

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