



Town of Morinville – FIRE SAFETY PLANS FOR MAJOR PROJECTS

Includes new buildings, additions, exterior alterations, and full building demolitions. For renovations or partial demolitions use [Construction Fire Safety Plan for Small Buildings or Renovations](#).

Background Information

National Fire Code – 2019 (Alberta Edition) Division B, Section 5.6 requires a Fire Safety Plan for all construction, renovation, and demolition sites.

- 1. Provide a Fire Safety Plan** as outlined in the attached form, and the NFC – 2019 (AE) Div B 5.6.1.3.(1) Prior to the commencement of construction, alteration or demolition operations, a Fire Safety Plan, accepted in writing by the fire department and the authority having jurisdiction, shall be prepared for the site.

See the attached Fire Safety Plan Guidelines and submit a Safety Plan to the Morinville Fire Department for review and approval prior to construction commencing.

- 2. Provide Access for Firefighting** as outlined in NFC – 2019 (AE) 5.6.1.4.
 - Unobstructed access to fire hydrants, portable extinguishers and to fire department connections for standpipe and sprinkler systems shall be maintained.
 - Access routes for fire department vehicles shall be provided and maintained to construction and demolition sites. (6 m width & 5 m overhead clearance in all weather)
 - Where a construction or demolition site is fenced so as to prevent general entry, provision shall be made for access by fire department equipment and personnel.

Note: Construction sites may be inspected for compliance at any stage of construction. The accepted Fire Safety Plan shall be posted on site and is intended for use by your contractors, sub-contractors and any site personnel.

Any further questions or concerns please do not hesitate to contact our office:

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FIRE SAFETY PLAN GUIDELINE FOR CONSTRUCTION, RENOVATION AND DEMOLITION SITES

National Fire Code 2019 – Alberta Edition (NFC) 5.6.1.1. applies to fire safety for buildings, parts of buildings, facilities, adjacent buildings or facilities, and associated areas undergoing construction, alteration or demolition operations.

NFC 5.6.1.3. (1) The Fire Safety Plan shall be prepared prior to start of construction, demolition or renovation operations.

The Fire Safety Plan will be **site specific** and may be reviewed at any time by the *authority having jurisdiction*. (Morinville Fire Department– Fire Safety Codes Officer)

Fire Safety Plan should be reviewed and updated as the construction site progresses.

The contractor, as a representative of the owner, is responsible for the Fire Safety Plan until occupancy.

A Fire Safety Plan should include, but is not limited to the following information:

1. Emergency Procedures to be used IN THE EVENT OF AN EMERGENCY:

- Sounding of the fire alarm or 3 long blasts of an air horn. Who is the designate and backup person?
- Notify the fire department (9-1-1).
- Instruction for site personnel to follow when an alarm is sounded.
- Are exit routes clearly identified within the site or from floors?
- Designated gathering location, (muster point).
- List of personnel on site, updated and current – you should know who is on site.
- Person assigned to meet the fire department and give information.
 - Where is the fire or injury located on site?
 - Is everybody on site accounted for?
- Assigned site fire warden(s), various trades represented.
- Directions and training on confining or controlling the fire.

2. Training of Site Personnel on Evacuation Procedures Including:

- Site orientation.
- Regular site fire safety meetings incorporated into regular safety meetings.
- Simulated fire drills as applicable and warranted.

3. Assigned Site Personnel Responsible to Install and Maintain Fire Safety Duties such as:

- Control of combustibles on the site and around the buildings.
- General site housekeeping.
- Removal of excess garbage material on a regular basis.
- Maintain separation of combustibles from open flame devices.
- Maintain clear unobstructed access for fire department apparatus and to hydrants.
- Maintaining and operation of at least one exit from every floor.
- Separation of access routes from materials stored on site, combustibles, etc.
- Parking of vehicles or delivery trucks, directed so as not to obstruct fire department access to the site and buildings. (Offsite parking and storage may be considered).

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4. **Fire Fighting Services – Hydrant, Siamese, Sprinkler, Temporary Access Route:**
 - Installed, tested and activated at the start of construction.
 - Maintained and accessible for fire fighters.
 - Access to the building – listing primary and secondary access points.
 - Firefighting services (standpipes, hydrants) are in place, are they accessible.
 - Provide drawings showing location of firefighting systems as they are operational.
 - The site properly addressed and the sign visible and legible to emergency crews.

5. **Fire Extinguishers:**
 - Sufficient numbers on site.
 - Up to date, serviced within the last year.
 - At or near gas/diesel or propane fuel operated equipment.
 - Mounted, with proper signage, at exit locations.
 - Adjacent to any hot works operations – cutting torch, welding or torching.

6. **Hot Works Operations:**
 - The area shall be clear of flammable and combustible materials.
 - Fire watch assigned during hot works operation and for a period of 60 minutes after its completion.
 - A final inspection of the hot works area 4 hours after completion.
 - Are the hot works in the proximity of combustible or flammable materials, have provisions been made for protection of such materials by noncombustible materials, thermal barrier or other means.
 - Work being performed by trained or certified personnel.
 - A fire extinguisher(s) present at all times.
 - Proper ventilation, as required.

7. **Flammable and Combustible Storage:**
 - Storage area separated from combustible material by 3m.
 - Storage area locked and vented.
 - Storage area protected from vehicular / industrial motorized traffic.
 - Portable pressurized (new or used) cylinders secured when not in use.
 - Area has proper signage or placards in place.
 - A current or updated list of dangerous goods on site.
 - A portable extinguisher in close proximity to storage and work areas.
 - Storage area away from egress and access routes on the site.

8. **Security:**
 - Is there 24-hour security on site, by locked gate, nightly rounds etc.?

9. **Contact Personnel:**
 - Is there a list of names, addresses, and telephone numbers of persons to be contacted during non-operating hours or in emergency situations?

10. **Construction In An Occupied Building**
 - The occupied part of the building is separate from the construction. The separation has a fire resistance rating of 1 hour or better.
 - Construction is complete in the occupied areas including the exits and access to exits. All doors, self-closing devices, guard and handrails are in place.
 - Protect people in the building from falling objects.

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11. Protection during Shutdown:

- When any portion of a fire protection system is temporarily shut down during construction, alteration or demolition operations, protection during shutdown shall comply with NFC 2019 (AE) Article 6.1.1.4. Alternative measures shall be taken to ensure that protection is maintained.
- Alternative measures could be a Fire Watch with tours of the construction site at intervals of not more than 1 hour.
- A watch, with tours at intervals of not more than 1h, shall be provided throughout demolition sites when there are occupants in the portion of the building not being demolished.
- Except where a building is provided with a fire alarm system or similar equipment, a watch, with tours or intervals of not more than 1 h, shall be provided when a portion of the building is occupied while construction operations are taking place.
- Facilities shall be provided to enable the watcher referred to in Sentences (1) and (2) to a) ensure a fire warning is sounded to notify occupants, and b) communicate with fire department.

