



**Shaunavon and District Fire and Rescue Department
Town of Shaunavon
Life Safety Fire Awareness Program Inspection Checklist**

Occupancy Name: _____

Address: _____

Inspection By: _____

Date: _____

- Building address is visible
- Fire Department can access the building
- Fire Department can access the gas shut off. There is nothing built over the valve and nothing is piled on or around it.
- Exits and paths to the exits are clear.
- Exits open freely and are equipped with panic or equivalent hardware.
- Exterior paths from exits are clear of snow or other debris and are well maintained.
- Exit lights and signs are installed and operational.
- Emergency lighting and signs are installed and operational. All commercial businesses/apartments/retail need to have emergency lighting.
- Fire separation doors are not blocked and there are no door stoppers or wedges on or around them.
- Fire separations/ closers close latch and are maintained. Mostly in our Hospitals, Schools, Long term care.
- Fire alarm system installed:
 - Fire alarm detection system inspected and maintained
- Smoke alarms installed as required. Smoke alarms are not required in retail when there is no sleeping areas.
- Building equipped with fire extinguishers. ABC extinguisher for most applications. K for restaurant.
- Automatic fire suppression system annual service. This can be a sprinkler system for the whole building or in the case of a restaurant a hood suppression system over the deep fryer.
- Vents and filters are clear of grease and lint.
- Flammables and combustibles are stored safely
- No electrical hazards. No extension cords running permanent equipment. Over loading of outlets.
- Electrical panel is accessible and has a three-foot clearance around it.
- Compressed gas cylinders are stored and secured properly
- Propane cylinders are stored outside 1.5 m from any openings.
- Fire drills are conducted.
- Fire dept occupancy load calculated and posted
- Please indicate if you have a carbon monoxide detector installed in your building.
- Fire escape plans posted of the back side of suite/room doors. This is for apartments and motel/hotels.
- Working carbon monoxide detectors

Please return this to the Town Office once completed.

The Town of Shaunavon has now implemented the Life Safety Fire Awareness Program. This is a voluntary inspection that is done by the property owner under their own discretion. The Town of Shaunavon and the Shaunavon and District fire and rescue will not be held liable should you choose not to comply with this checklist or *The Fire Safety Act*.

This program is designed for educational purposes. Pursuant to ss. 29(1) of *The Fire Safety Act*, it is the owner's responsibility to ensure a building complies with the relevant regulations. For a letter or certificate certifying compliance, we advise that you will need to independently confirm compliance through the retention of a third-party fire inspection specialist, Maltese Fire Inspection Ltd. from Swift Current or another third-party company.

If you have any questions or concerns regarding the inspection, please call the Town Office. If you want to set up an appointment with a member of the Fire Department to do a walk through, please call the Town Office and they will be able to assist you in getting that set up.

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