

Assembly Occupancy Fire Inspection

Guidelines: Places of worship, community halls, libraries, aquatic centers, arenas, theaters, auditoriums, drinking establishments.

Important Notice

Fires in assembly occupancies have shown to be some of the deadliest when the proper features, systems and construction materials were not present. Nightclubs, theatres, and auditoriums differ from office buildings because they contain a large number of people in one main space. Regulations mandate that a considerable number of safety systems and features be present in order to keep everyone safe should an unwanted fire occur. The level of safety provided is not the result of any single safety system or feature but rather is achieved through the combination of the multiple safeguards that are provided.

Common Fire Service Requirements

- Address must be visible from the road and lane, free from foliage, trees, etc. and in a contrasting colour.
- Aisleways must provide clear access to exits.
- Decorations must be non-combustible or treated.
- Drapes must be treated flame resistant.
- Emergency lighting must be operational, with no visible damage, aimed in the 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 latching hardware that releases when a force of 20 pounds or less is applied.
- Exit signage must be visible and always remain illuminated while the building is occupied.
- Exit passageways must not be blocked.
- Electrical panels must be kept clear of storage.
- 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 an up-to-date logbook.
- Fire Safety Plan must be reviewed and updated yearly.
- Fire hydrants must be accessible, free of damage and serviced within the specified date.
- Fire lanes must have an adequate clear width of six unobstructed metres.
- Fire doors must not be blocked or wedged open, including stairwell doors. Fire doors must self-close and latch properly to maintain fire separation.
- Fire separations must have no holes or openings that compromise their purpose.
- Garbage disposal containers must have tight-fitting lids and be kept in a fire-separated room. In garbage rooms, combustible materials should not be allowed to accumulate, and the room should be empty, except for the garbage container itself.
- Occupant load: Posting of maximum occupant load signage indicating the maximum permitted occupant capacity for a building or space within a building is mandatory and must be observed.
- Portable fire extinguishers must be located in corridors and service rooms so that the maximum travel distance to access a fire



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extinguisher is no greater than 75 feet. Must be mounted in a visible location, accessible, and serviced and tagged at least once every 12 months by a certified technician and must have a minimum rating of 2A-10BC.

- Portable heaters must be an approved type and kept away from combustibles.
- Sprinkler and standpipe connections must be capped, free of debris and accessible.
- Sprinkler systems must be inspected and tested by Qualified personnel at least once per year and must have a current service tag (within the last 12 months) and an up-to-date logbook.
- Storage areas must be kept free of excessive clutter, with aisle widths of at least 36 in larger rooms.
- Storage maintained 2' below ceiling un-sprinklered, 18" sprinklered.
- Stairwells and corridors must be free of tripping hazards.
- The permanent use of extension cords is not permitted.
- Assembly occupancies containing more than 60 occupants, there shall be at least one supervisory staff member on duty in the building to perform the tasks outlined in the fire safety plan in whenever the building is open to the public.
- Assembly occupancies with kitchens, refer to the *Retail / Commercial / Restaurant Occupancy Fire Inspection Guidelines*.



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