

Fire Safety Plan

Camp Northland - B'nai Brith

(Building/Business Name)

4250 Haliburton lake Road, Haliburton, ON K0M1S0

(Camp Summer Address)



Fire Chief approval

A handwritten signature in black ink, appearing to be "C. Kelly", written over a horizontal line.

Date:

May 13/25

Table of Contents

Page #	Topics
1	Title Page
2	Table of Contents
3	Contacts
4	Occupants Requiring Assistants
5-8	Building Information
9-10	Maps of larger camp context beyond kitchen/dining hall
11-14	Emergency Procedures – Occupants
15	Responsibilities of the Owner/Occupant
16	Fire Hazards - Residential (housing)
16	Fire Hazards – Commercial
17	Fire Extinguishment/Control/Confinement
18	Alternative Measures
19	Fire Drills
20-31	Maintenance Requirements of Building Fire And Life Safety Systems
32-33	Building Schematics and Legend

Contacts

Business/Building Name: Camp Northland (common name)

Note: This is a children's summer camp with multiple buildings. There is one commercial kitchen sharing a building/structure with the common group dining hall. This commercial kitchen and dining hall is the primary focus of this Fire safety Plan.

Address: 4250 Haliburton Lake Road

Postal Code: K0M1S0

Business Phone #: 705.754.2374

Business Owner: The Jewish Camp Council of Toronto o/a Camp Northland-B'nai Brith

Address: 1118 Centre Street unit 202 Thornhill, ON

Postal Code: L4J7R9

Phone Number(s): 905.881.0018

After Hour Contacts (24 hour telephone numbers)

Manager/Supervisor: Simon Wolle Phone No. 416.948.2757

Employee name and title: Brian Marchand Phone No. 647-465-1458

Employee name and title: Adam Kertesz Phone No. 647.236.9148

Building Owner: Jewish Camp Council of Toronto

Address: 1118 Centre Street unit 202 Thornhill, ON

Postal Code: L4J7R9 Phone No. 905.881.0018

Fire Alarm Monitoring Company: N/A (internal) Phone No.: 705.754.2374

Sprinkler Monitoring Company: N/A (internal) Phone No.: 705.754.2374

Occupants Requiring Assistance (☒ not applicable)
 (persons requiring assistance during an emergency)

Designated meeting place

Name	Location	Mobility
<p>Note: This could change year over year depending on the population that attends. If applicable, we use the following system:</p>	<p>Dining Hall: There are main entry/exit doors on the west side of the building. This requiring assistance will be instructed to gather on or around these exits if they require assistance. In the event of an emergency, these exits will be scanned for those who may need assistance.</p>	<p>TBD</p>
	<p>In an emergency, one of our golf carts would swing to locations with anyone that has a mobility limitation and take them to an area of safety (main office, or alternate main beach (Northland Enclosure).</p>	

Location of Shutoff/Isolation Valves:

Fire Department Equipment

Connection: No Yes (Location(s)): N/A

Dry Hydrant

Fire Pump: No Yes (Location(s):

Fire Pump Description:

Fixed Extinguishing System for Commercial Cooking Equipment

No Yes Type: wet chemical

Connected to Fire Alarm System: No Yes

Fuel Source: Propane Electric Other

Fuel Shut Off for Appliances Location: main tank north side of building [2000 lb.]

K Type Extinguisher Location: wall in kitchen next to deep fryers in kitchen facing south

Other Extinguishing Systems:

Type (i.e. pre-action, sprinkler, halon, inergen, dry chemical): Area/Location Protecting

Handheld fire extinguishers All living areas and many support buildings

Portable Fire Extinguishers: (Refer to schematic drawings for locations)

Every sleeping quarter in camp and many support buildings

Emergency Lighting

No Yes Location(s): concert hall (9), Pavillion (8), Dining Hall (22),
Kitchen (30) [exits/hallways/washroom]

Emergency Power Supply

No Yes Battery Generator

Generator note: portable generators are gasoline and propane for kitchen

Diesel Propane

Fuel Supply Location: on the generator itself for portables, south of dining hall propane

Transfer Switch Location: on electrical panel in mechanical room (south east side of kitchen);
and pole by propane tank south of kitchen.

Electromagnetic Locking Devices

No Yes (manual release switch location)

Solar Panels

No Yes Location of panels:

Main solar power disconnect switch location:

*Only as back-up on main entry security gate; possible use for security camera(s)

Extra Hazardous Area/Material:

Is there hazardous materials on site? No Yes

If YES, please list the material and quantity:

.

Varied cleaning chemicals (dining hall stock room on west side of dining room)

Varied cleaning chemicals in mechanical room [by groundskeepers shop]

Fuel tanks [500 gallons gas and 500 gallon diesel near groundskeepers shed plus 500 gallon gasoline at ski area.

Paint in groundskeeper’s workshop (30+ gallons)

Oil shed beside fuel tank (gasoline) at groundskeeper’s shed.

Elevators: NONE

Automatic Recall No Yes

Manual Recall No Yes

Manual Recall Switch(s) No Yes Location:

Total Number of Elevators: 0

Total Number of FF Elevators:

FF Elevator Location:

Floors Served by FF Elevator:

Smoke Alarms

No Yes Location: all sleeping quarters

Carbon Monoxide Alarms

No Yes Location: Maintenance Director’s House (furnace) and 3 in cabin west of Director’s house known as ‘The Long Cabin’ (3x hot water tanks)

Additional Building Information
For any additional information not already covered:

The illustrative map and site plan that follow are for illustrative purposes and identify some of the building names commonly referred to during the operating season. It is not exhaustive and shows the most commonly used facilities for camper cabins and camp programming. Names of the ‘villages’ may change year over year. All sleeping quarters are equipped with a fire extinguisher and smoke detector.

Emergency Procedures for Occupants

Emergency procedures signage will be affixed to the wall at all fire alarm pull-stations, extinguishers and/or inside each occupied building.

IN CASE OF FIRE

Upon Discovery of Fire:

- Leave fire area immediately and close doors
- Sound Fire Alarm
- Leave building via nearest Exit
- Call the Fire Department at 9-1-1
- Await the arrival of the Fire Department at the muster point

Upon Hearing Fire Alarm:

- Leave building via nearest Exit
- Close doors behind you
- Do not use elevator
- Await the arrival of the Fire Department at the designated meeting place

CAUTION

IF YOU ENCOUNTER SMOKE - USE AN ALTERNATE EXIT

Remain Calm

Emergency Procedures

Additional Information/Comments

Fire Safety

The camp's Fire Safety policy is laid out in explicit detail and forms part of staff training and is found in the camp's staff training manual which is provided to all staff each season. Fire prevention protocols include working smoke detectors in every sleeping quarter of camp, fire suppression systems in appropriate areas of the camp kitchen, and fire extinguishers placed in all appropriate buildings around the site. The camp does not allow open flames inside cabins. In the event of a fire, the camp has a primary plan (evacuation to the main beach area) and a system to ensure attendance of every member of the camp community, as well as a secondary plan in the event that the fire is in or near the area of the main beach which also includes attendance accountability. Staff training is conducted annually around fire safety and the proper use of fire extinguishers in the event of a fire, including 'P.A.S.S.' training. Every single staff member is empowered to call 9-1-1 and activate emergency medical services in the event of a fire that requires intervention. Our fire safety procedures are posted in all main buildings and every sleeping cabin in the camp.

Fire suppression equipment is inspected annually by third party vendors (OFS, Superior Propane, etc.) and then throughout the operating season on a regular basis by our supervisory and maintenance staff.

Staff are trained in fire safety for bonfires and cookouts/overnight trips. Fires are never left unattended and a method to extinguish the fire is always readily accessible if a fire is being built as part of the camp programming. The camp checks the local fire ban updates and information daily and adheres to all recommendations and directives.

DIRECTIONS TO CAMP FOR EMERGENCY VEHICLES (e.g. Fire, Police, Ambulance)

Address:

Camp Northland-B'nai Brith
4250 Haliburton Lake Rd
Haliburton, ON
K0M1S0

From Haliburton Village:

- 1) Take Highway 118 West approximately 5km to County Road 14 (Haliburton Lake Rd)
- 2) Turn right and go north on County Road 14 (Haliburton Lake Road) through Eagle Lake towards Haliburton Lake Fort Irwin - for approximately 15.5 km
- 3) Proceed to the camp entrance on the right side of Haliburton Lake Road, 4250 Haliburton Lake Road, with a sign for "Camp Northland".

**CLOSEST MAJOR INTERSECTION IS
HALBURTON LAKE ROAD AND BOYCE BRADLEY
[Camp entrance is north of Boyce Bradley]**

CAMP NORTHLAND FIRE SAFETY PROCEDURE

1. In case of fire in a cabin, or smoke detector sounding, all campers and staff must get out of the cabin immediately.
2. Staff should make sure that all campers have been removed from the building. Staff should ensure their full cabin is present. All staff are empowered to call 9-1-1 if deemed appropriate.
3. One staff member should quickly report the fire to the office. All other staff members should accompany the campers to the waterfront. All males will report to Northland Enclosure and all Females will report to Windsports. In the event of a fire near the waterfront, the males will go to the field nearest to the playhouse ('Junior Diamond') and the females will go to the field known as "Senior Diamond" or "main field". All visitors, support staff, catering staff or others third parties on site must gather at the outdoor BBQ next to the dining hall.
4. In case of a fire at an activity, all campers and staff should get out of the area as quickly as possible, and one staff member should report the fire to the office immediately, either by walkie-talkie or by running directly to the office.
5. To declare a fire or fire drill, (a) the siren will be sounded in long blasts by Rob Abbs, Adam Kertesz, or Simon Wolfe (or a member of the Directing Team), and (b) an announcement will be made over all radios and walkie-talkies. Adam Kertesz (or a member of the Directing Team) will announce on all radio channels to change to Channel 1 (or Channel 3 if Channel 1 is not working) for an emergency situation. At this point in time, Program Director (or Head of Special Ops if Program Director is on a day off) will use the golf cart to sound the portable siren along the Oblong and BB Beach path. Head of Office (or Head of Camper Wellness if Head of Office is on a day off) will sound the air horns outside the office towards the Sports & Adventure road and then return to the office to assist with communications as required. Office staff or an office staff designate will be stationed by the phones and base radio for communication needs as required.
6. On hearing this siren or the radio announcements, campers and staff should proceed quickly to the waterfronts as outlined below:
 - Boys should go quickly and in an orderly manner to the Northland Enclosure, which will be facilitated by Facilitator A: Assistant Director (or Junior Camp Director if Assistant Director is on a day off)**
 - In the event of a fire on the waterfront, boys are to go to the "Junior Diamond" and sit down in their cabin groups*
 - Girls should go quickly and in an orderly manner to the Windsurfing Beach, which will be facilitated by Facilitator B: Head of Waterfront/Swim (or Senior Camp Director if Head of Waterfront/swim is on day off)**
 - In the event of a fire on the waterfront, girls are to go to the "Senior Diamond" and sit down in their cabin groups*
7. The office will contact the Health Centre for the names of campers and staff who are present in the Health Centre at the time, and the office will convey this information to the respective beaches.
8. On hearing the siren or announcements, U/S Heads (or their designated replacement for the day) should return to their respective units/sections (as seen below) and ensure that no camper has been left behind in a cabin, rec hall, or washhouse. If the area the staff members check is clear, the staff will return to their designated beach and wait for further instruction from the beach facilitator. If there is any critical piece of information found while specific areas of camp are being cleared, that will be communicated to the Communication Team, through channel 1. In the event that any head staff is absent from camp during an emergency procedure, they will ensure the acting head staff member is aware of their responsibilities.

Location	Staff Member 1	Staff Member 2
Section I and Playhouse	Assigned annually	Assigned annually
Unit 1	Assigned annually	Assigned annually
Section II	Assigned annually	Assigned annually
Unit 2	Assigned annually	Assigned annually
Section III	Assigned annually	Assigned annually
Unit 3 and CIT	Assigned annually	Assigned annually
LTP-B	Assigned annually	Assigned annually
LTP-G	Assigned annually	Assigned annually

9. U/S Heads should then proceed to their designated beach to assist with the camper accounting procedure.
10. Staff should organize the campers into cabin groups at the respective beaches, and make sure that each camper is accounted for by name.
11. Once all Section or Unit Heads have returned to their respective beach, Facilitators A and B may begin to clear cabins in ascending order. Facilitator A will be responsible for clearing (updated annually):

- Baycrest
- Buckingham
- Bull Frog
- Grand West
- Health Centre
- Ritz
- Kitchen/Caterina
- Kosher Kove
- Leap Frog
- Long Cabin A
- Long Cabin B
- Long Cabin C
- Maintenance
- The Attic
- The Basement
- The Inn
- Back North (Peak 8)
- Ski Cabin (Peak 23)
- Unit 3 Head Staff Cabin (Peak 39)
- Any other cabins/visitors

Responsibilities of the Owner / Occupant

The building owner/occupant has numerous responsibilities related to fire safety and must ensure that the following measures are enacted:

- Established emergency procedures to be followed at the time of an emergency.
- Appointment and organization of designated supervisory staff to carry out safety duties.
- Instruction of supervisory staff and other occupants so that they are aware of their responsibilities for fire safety.
- Holding of fire drills in accordance with the Fire Code, incorporating Emergency Procedures appropriate to the building.
- Control of fire hazards in the building.
- Maintenance of building facilities provided for safety of the occupants.
- Provisions of alternate measures for safety of occupants during shut down of fire protection equipment.
- Assuring that checks, tests and inspections required by the Ontario Fire Code are completed on schedule and that records are maintained.
- **Assuring that initial verification or test reports for fire protection systems are retained throughout the life of the systems.**
- Post and maintain at least one (1) copy of the fire emergency procedures.
- Keep a copy of the approved Fire Safety Plan on the premises in an approved location.
- Notification of the Local Fire Department regarding changes in the Fire Safety Plan.
- **Ensure that the information in the Fire Safety Plan is current.**
- Designate and train sufficient alternates to replace supervisory staff during any absence.

Fire Hazards

Residential Properties (cabins/living quarters)

To avoid fire hazards in the buildings, occupants must:

- Never put burning materials such as cigarettes and ashes into the garbage.
- Avoid careless smoking. Never smoke in bed.
- Never leave anything that may burn or cause a trip hazard in the halls, corridors and/or stairways.
- Do not use unsafe electrical appliances or overloaded outlets; do not use extension cords or lamp wire for permanent wiring.

In general, occupants should:

- Know how to alarm occupants of building, know where exits are located.
- Call Fire Department immediately (9-1-1) whenever you need assistance.
- Know the correct address of the building or precise geographical location of the facility.
- Notify the Directing Team if special assistance is required in the event of an emergency.
- Know the fire alarm signals and the procedures established to implement safe evacuation.
- Read and follow the manufacturers instructions for smoke alarm (and CO alarms if applicable).
- Know who the supervisory staff is in the building.
- Report any fire hazard to supervisory staff.
- Know the exits and stairwell designations.

Fire Hazards

Commercial, Retail and Industrial Properties

A high standard of housekeeping and building maintenance is pMaintenanceably the most important single factor in the prevention of fire. Listed below are some specific hazards.

- Combustible material stored in non-approved areas.
- Fire and smoke barrier door not operating properly or wedged open.
- Improper storage of flammable liquids and gases.
- Defective electrical wiring and appliances, over-fusing, and the use of extension cords as permanent wiring.
- Clothes dryer lint collector full or improperly vented.
- Careless use of smoking materials.

- Kitchen hoods and filters not cleaned properly/grease laden.
- Improper disposal of oily rags.

Fire Extinguishment, Control or Confinement

In the event a small fire cannot be extinguished with the use of a portable fire extinguisher or the smoke presents a hazard for the operator, the door to the area should be closed to confine and contain the fire. Leave the fire area. Ensure that the Fire Alarm System has been activated and call 911 prior to an attempt to extinguish the fire. Only those persons who are trained and familiar with extinguisher operation may attempt to extinguish the fire.

Suggested Operation of Portable Fire Extinguishers

Remember the (PASS)

P - Pull the safety pin

A - Aim the nozzle

S - Squeeze the trigger handle

S - Sweep from side to side (watch for fire restarting)

Never re-hang extinguishers after use. Always notify the appropriate supervisor or building owner that the fire extinguisher has been used.

Keep extinguishers in a visible area without obstructions around them.

Alternative Measures for Occupant Fire Safety

In the event of any shut-down of fire protection equipment systems or part thereof, in excess of 24 hours, the fire department shall be notified in writing. Occupants will be notified of any such circumstances, and instructions will be posted as to what alternative provisions or actions are to be taken in case of emergency.

All attempts to minimize the impact of malfunctioning equipment will be initiated. Where portions of a sprinkler or fire alarm system are placed out of service, service to remaining portions must be maintained, and where necessary, the use of watchmen, bull-horns, portable radios, is employed to notify concerned parties of emergencies. Assistance and direction for specific situations will be sought from Fire Department.

Procedures to be followed in the event of shutdown of any part of a fire protection system are as follows:

1. In the event of any shut-down of fire protection equipment systems or part thereof, in excess of 24 hours, the fire department shall be notified in writing. (Do not use 9-1-1)
2. Give your name, address, description of the problem, and when you expect it to be corrected.
3. Post notices at all exits and the main entrance, stating the problem and when it is expected to be corrected.
4. Maintain fire watch in affected area(s).
5. Notify Fire Department and the building occupants when repairs have been completed and systems are operational.

Note: All shutdowns will be confined to as limited an area and duration as possible.

Cooking operations in the relevant area(s) shall be suspended until the commercial cooking fixed extinguishing system is restored.

Fire Drills

Fire drills will be held at least once every summer, or twice if the camp operates a second session with later entry of campers, to ensure efficient execution of the Emergency Procedures. Fire drill records are required to be retained for a period of one year. The fire drill(s) may be executed in conjunction with our overlapping emergency procedures such as “missing persons” where applicable.

FIRE DRILL RECORD

Date: _____ Time: _____

Manager/Supervisor On-Duty: _____

Head Staff Present:

Deficiencies Noted:

General Comments:

Maintenance Requirements of the Ontario Fire Code

Definitions for key words are as follows:

Check means visual observation to ensure the device or system is in place and is not obviously damaged or obstructed

Test means the operation of a device or system to ensure that it will perform in accordance with its intended operation or function

Inspect means physical examination to determine that the device or system will apparently perform in accordance with its intended function

It is stated in the Fire Code that records of all tests and corrective measures are required to be retained for a period of two years after they are made.

General Fire Protection Systems/Equipment

General **Responsibility - Site Director (Maintenance Abbs/maintenance staff)**
['Maintenance'], with third party contracts where applicable (eg. OFS, Superior Propane, etc.)

Doors in fire separations shall be **checked** as frequently as necessary to ensure that they remain closed. Maintenance

Exit signs shall be clearly visible and maintained in a clean and legible condition. Maintenance

Internally illuminated exit signs shall be kept clearly illuminated at all times, when the building is occupied. Maintenance

Monthly

Doors in fire separations shall be **inspected** monthly for proper operation. Maintenance

Yearly (where applicable)

Fire dampers and fire-stop flaps shall be **inspected** annually, or based on a schedule via contractor acceptable to the Fire Marshal. Maintenance

Every chimney, flue and flue pipe shall be **inspected** annually and cleaned as often as necessary to keep them free from accumulations of combustible deposits. Maintenance

Disconnect switches for mechanical air-conditioning and ventilating systems shall be **inspected** annually to establish that the system can be shut down. Maintenance

Spark arresters shall be cleaned annually or more frequently where accumulations of debris will adversely affect operations. Burnt-out arresters shall be repaired or replaced. N/A

Portable Fire Extinguishers

General

Each portable extinguisher shall have a tag securely attached to it showing the maintenance or recharge date, the servicing agency and the signature of the person who performed the service.

Responsibility

Maintenance/SUPPORT FROM
OFS

All extinguishers shall be recharged after use or as indicated by an inspection or when performing maintenance. When recharging is performed, the recommendations of the manufacturer shall be followed.

Maintenance/SUPPORT FROM
OFS

Monthly

Portable extinguishers shall be inspected monthly to ensure they are properly charged and safety pin is secured in place.

HEAD STAFF SEASONAL
CABIN CHECKS

Yearly

Extinguishers shall be subject to maintenance not more than one year apart or when specifically indicated by an inspection.

Maintenance/OFS

Maintenance procedures shall include a thorough examination of the three basic elements of an extinguisher:

- a) mechanical parts
- b) extinguishing agent
- c) expelling means

Maintenance/OFS

Extinguishers shall be inspected annually to determine whether internal inspection or Hydrostatic testing is required.

Maintenance/OFS

Carbon Monoxide (CO) Alarms

General

Ensure sleeping/dwelling units are protected by CO alarms. Ensure CO alarms are maintained in operating condition.

Maintenance

Monthly

Check operation of CO alarms.

Maintenance

Yearly

Replace batteries if battery operated. Inspect expiry date on alarm and replaced if required (most CO alarms expire 7 years after manufacturing date).

Maintenance

Smoke Alarms

General

Ensure sleeping/dwelling units are protected by CABIN CHECKS smoke alarms. Ensure smoke alarms are maintained in operating condition.

Maintenance/HEAD STAFF SEASONAL

Monthly

Check operation of smoke alarms.
cabin checks

Maintenance/head staff seasonal

Yearly

NOTE: - logbook of expiry dates is maintained

Replace batteries if battery operated. Inspect expiry date on alarm and replaced if required (most smoke alarms expire 10 years after manufacturing date).

Maintenance

FIRE ALARM SYSTEM

General

Fire alarm system components shall be kept unobstructed.

Maintenance

Fire alarm system power supply disconnect switches shall be locked on in an approved manner

N/A

Daily

Check central alarms & control facility including alarm AC powerlamp & trouble light.

Maintenance

Check the primary and remote trouble lights for trouble indicator.

Maintenance

Check the primary "power-on" light or equivalent indicator.

Maintenance

Monthly

Note: The inspection and test requirements in this subsection, may be omitted during the month when the yearly tests required are being performed.

While on the emergency power supply, inspect and test the following to confirm the operability of the fire alarm system.

One initiating field device or manual pull station shall be operated on a rotational basis and the system inspected for operation as follows:

An alert signal or an alarm signal confirmed on a rotational basis to a minimum of one zone or as may be required by the Fire Safety Plan for the building.

Maintenance/OFS

The Primary annunciator inspected to determine that the tested device annunciated correctly.

Maintenance/OFS

Operation of the common audible and visual trouble Signals.

Maintenance/OFS

Batteries shall be inspected for the following:

Maintenance/OFS

- i. Terminals are clean and lubricated;
- ii. Terminals clamps are secure;
- iii. Electrolyte level and specific gravity, where applicable, are as specified by the manufacturer

Annually

* Testing and inspections of the fire alarm system shall be done in conformance with CAN/ULC-S536 & by certified personnel.

Maintenance/OFS

Standpipe Systems

Monthly

Responsibility

Hose cabinets shall be **inspected** monthly to ensure that the hose and equipment are in the proper position and appear to be operable.

N/A

Yearly

Hose valves shall be **inspected** annually to ensure that

N/A

they are tight and that there is no water leakage into the hose.

Standpipe hose shall be removed and re-racked annually and after use. Any worn gaskets in the couplings, at the hose valve and at the nozzle shall be replaced. N/A

Sprinkler Systems - NOT APPLICABLE

General

Auxiliary drains shall be **inspected** as required to prevent freezing.

Weekly

Except for electrically supervised valves, all valves controlling water supplies to sprinklers and alarm connections shall be **checked** weekly to ensure that they are sealed or locked in the open position.

Water supply pressure and system air or water pressure shall be **checked** weekly by using gauges to ensure that the system is maintained at the required operating pressure.

Monthly

Inspect gauges control valves & tamper switches.

Three Month

Inspect alarm devices, hydraulic nameplate and fire department connections
All transmitters and alarm devices shall be **tested** at 3 month intervals.

Six Months

Gate-valve supervisory switches and other sprinkler system supervisory devices shall be **tested** at six month intervals.

Responsibility

Responsibility

Yearly

Exposed sprinkler piping hangers shall be **checked** yearly to ensure that they are kept in good repair.

Sprinkler heads shall be **checked** at least once per year to ensure that they are kept in good repair.

Sprinkler heads shall be **checked** at least once per year to ensure that they are free from damage, corrosion, grease, dust, paint, or whitewash. They shall be replaced where necessary as a result of such conditions.

On wet sprinkler systems, water-flow alarm **test** using the most hydraulically remote test connection, shall be performed annually.

Sprinkler system water pressure shall be **tested** annually or after any sprinkler system control valve has been operated, with the main drain valve fully open, to ensure that there are no obstructions or deterioration of the main water supply.

Plugs or caps on Fire Department connections shall be removed annually and the threads inspected of wear, rust or obstruction. Re-secure plugs or caps, wrench tight. If plugs or caps are missing, examine the Fire Department connection for obstructions, back flush if necessary and replace plugs or caps.

Water Supplies for Firefighting (Fire Pumps) - NOT APPLICABLE

General

Ensure quality of fuel through replacement and/or testing.

Responsibility

Daily

The temperature of pump rooms shall be **checked** daily during freezing weather.

Weekly

Valves controlling water supplies exclusively for fire protection systems shall be **inspected** weekly to ensure that they are fully open and sealed or locked in that position.

Fire pumps shall be started once per week at rated speed. The fire pump discharge pressure, suction pressure, lubricating oil level, operative condition of relief valves, priming water level and general operating conditions shall be **inspected**.

Internal combustion engine fire pumps shall be operated once per week for a sufficient time to bring the engine up to normal operating temperature. The storage batteries, lubrication systems and fuel supplies shall be **inspected**.

Yearly

Fire pumps shall be **tested** annually at full rated capacity to ensure that they are capable of delivering the rated flow.

Private Fire Hydrants - NOT APPLICABLE

General

Hydrants shall be readily available and unobstructed for use at all times.

Responsibility

N/A

Yearly

Hydrants shall be **inspected** annually and after each use.

N/A

The hydrant barrel shall be **inspected** annually to ensure that no water has accumulated.

N/A

The drain valve shall be **inspected** for operation if water is found in the hydrant barrel when main valve is closed.

N/A

Hydrant water flow shall be **inspected** annually and a record shall be kept.

N/A

Water Supplies for Firefighting (Water Tanks) - NOT APPLICABLE

Daily

Responsibility

Water tank heat equipment, tank enclosure and/or water temperature shall be **checked** daily during freezing weather. N/A

Weekly

Water levels and air pressure in pressure tanks shall be **checked** weekly and the relief valves on the air and the water lines shall be **inspected** weekly. N/A

Monthly

Water level in gravity tanks shall be **inspected** monthly. N/A

Yearly

An annual **inspection** shall be made of water tanks for fire protection, tank supporting structures and water supply systems including piping, control valves, check valves, heating systems, mercury gauges and expansion joints to ensure that they are in operating condition. N/A

Cathodic protection equipment in water tanks shall be **inspected** annually. N/A

2 Years

Water tanks shall be **checked** every two years accumulations of sediment. N/A

Commercial Cooking Equipment

General

Responsibility

Commercial cooking equipment exhaust and fire protection systems shall be installed and maintained in conformance with NFPA 96, "Ventilation Control and Fire Protection of Commercial Cooking Operations".

Maintenance

Ensure wet chemical portable fire extinguishers are provided to protect commercial cooking equipment and are readily available for use in an emergency.

Maintenance/OFS

Weekly

Hoods, grease removal devices, fans, ducts, and other equipment shall be **checked** weekly and cleaned at frequent intervals, prior to surfaces becoming heavily contaminated with grease or oily sludge.

KITCHEN CATERER

6 Months

Inspection and servicing of the fire extinguishing system shall be made at least every six months by properly trained and qualified persons in conformance with NFPA 96: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations.

KITCHEN CATERER

Emergency Lighting System

General

Responsibility

Emergency lighting will be maintained in operating condition
And free from any obstructions. Maintenance

Monthly

Emergency lighting equipment shall be **tested** monthly to
ensure that the emergency lighting will function upon failure
of the primary power supply. Maintenance

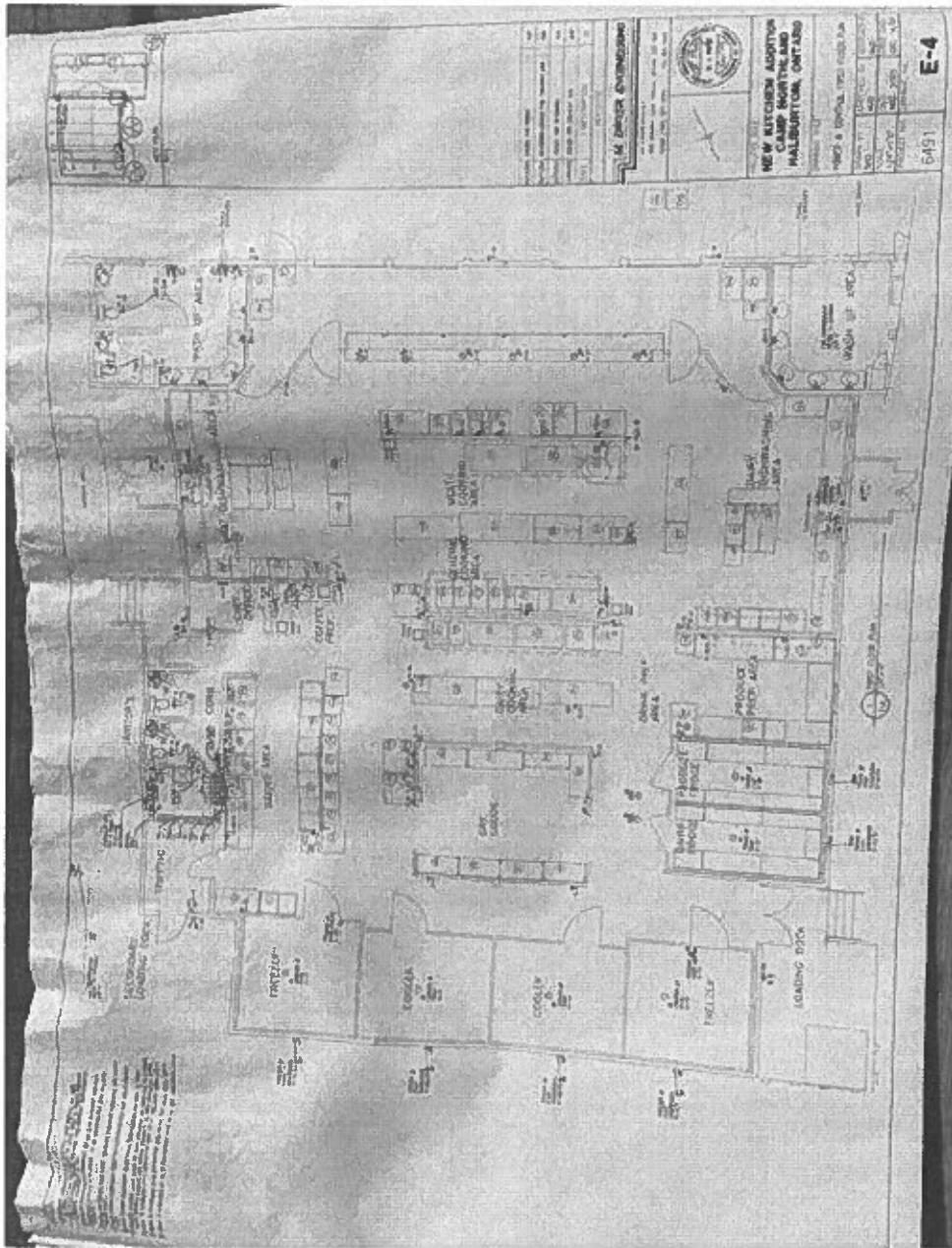
Yearly

Emergency lighting equipment shall be **tested** annually to
ensure that the units will provide emergency lighting for a
duration equal to the design criteria under simulated power
failure conditions. Maintenance/OFS

After completion, the charging conditions for voltage and
current and the recovery period will be **tested** annually to
ensure that the charging system is in accordance with the
manufacturer's specifications. Maintenance/OFS




































Building Schematics

The Building Schematics are on site at all times in full size architectural renderings. They are controlled and stored by Maintenance Abbs, Site Manager. The Electrical Legend and related schematics are included here for ease of reference.



END OF PLAN

ELECTRICAL LEGEND

	SWITCH
	3-WAY SWITCH
	M - MANUAL MOTOR STARTER
	P - PILOT LIGHT
	DUPLEX RECEPTACLE
	INDICATES ABOVE COUNTER
	GFI - GROUND FAULT INTERRUPT
	WP - WEATHERPROOF
	SPLIT RECEPTACLE
	DIRECT CONNECTION
	TELEPHONE OUTLET. WIRE TO TELEPHONE BACKBOARD IN MECH. RM.
	ELECTRICAL PANEL
	BELL
	SMOKE DETECTOR
	HEAT DETECTOR
	PULL STATION
	EXIT SIGN
	COMBINATION EMERG. LIGHT/EXIT SIGN
	EMERGENCY LIGHT TYPE EM1.
	REMOTE EMERGENCY LIGHT TYPE ER2. CONNECT TO EM1.
	REMOTE EMERGENCY LIGHT TYPE ER1. CONNECT TO EM1.
	DISCONNECT SWITCH
	RECESSED FLUORESCENT FIXTURE LETTER REFERS TO LIGHT FIXTURE SCHEDULE
	SURFACE FLUORESCENT FIXTURE
	INCANDESCENT FIXTURE
	FIRE ALARM SHUTDOWN INTERFACE RELAY 24VAC/120VAC
	FIRE ALARM PANEL
	FIRE ALARM REMOTE ANNUNCIATOR
	HAND DRYER
	'E' DENOTES EXISTING FIXTURE/DEVICE
	'R' DENOTES REMOVE EXISTING FIXTURE/DEVICE
	'ER' DENOTES EXISTING RELOCATED FIXTURE
	'MR' DENOTES RELOCATED EXISTING FIXTURE
	COMBINATION DISCONNECT AND MAGNETIC CONTACTOR C/W AUXILIARY CONTACT
	24/120 VOLT INTERFACE RELAY