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| **Fire Safety Inspection Report / Order to Remedy** |
| **Name of Occupant** | **Group** | **Division** | **Occupancy**      |
| **Building Address** | **Town/Community**      | **Inspection Date**      |
| **Name of Owner or Authorized Agent**      | **Contact Person for Inspection** | **Phone No.** |
| **Address of Owner or Authorized Agent** | **Inspector(s) & Phone No.** | **Reporting No.** |

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| **ID** | **MANITOBA FIRE CODE ARTICLE** | **Inspection Observations** | **Meets MB Fire Code** |
| **Yes** | **No** | **N/A** |
| **A** |  | **EXTERIOR** |  |  |  |
| 1 | MFC 2.5.1.5. | Fire department access is maintained clear of obstructions. | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 6.4.1.1. | Private fire hydrants are serviced / maintained clear of obstructions.(NFPA 25) | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.5.1.4. | Fire department connections are accessible and free of obstructions. | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.7.1.6. | Means of egress shall be maintained in good repair and free of obstructions | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 3.1.1.4. | Exterior natural gas or propane installations are protected. (CAN/CSA-B149.1) | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.6.1.6. | Chimneys are visibly maintained and in good repair. | **[ ]**  | **[ ]**  | **[ ]**  |
| 7 | MFC 3.3.5.3 | Flammable gases are stored outdoors in an approved manner.  | **[ ]**  | **[ ]**  | **[ ]**  |
| **B** |  | **MECHANICAL SERVICE SPACES** |  |  |  |
| 1 | MFC 2.6.1.6. | Heating, ventilation and air conditioning systems are operated, tested and maintained in good operating condition. | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.6.1.6. | Fuel-fired heating system must be inspected annually, by a person acceptable to the Authority Having Jurisdiction ***(MB Amendment)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.6.1.5. | Clearances are maintained between heating equipment and combustible materials and/or construction.  | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.4.1.1. | Combustibles have **not** accumulated in the service rooms or spaces. | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.2.2.4. | Doors to service rooms are kept closed. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.2.2.4. | Closure devices for service room doors are operational. | **[ ]**  | **[ ]**  | **[ ]**  |
| **C** |  | **EARLY WARNING EQUIPMENT** |  |  |  |
| 1 | MFC 2.1.3.1. | An acceptable fire alarm and detection system is installed.  | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 6.3.1.1. | The fire alarm system is operational. | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 6.3.1.2. | Fire alarm system is inspected and tested monthly. ***Ref*** ***(CAN/ULC – S536* *Standard for the inspection & testing of fire alarm systems)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 6.3.1.2. | Fire alarm system is inspected and tested annually. ***Ref******(CAN/ULC-S536 Standard for the inspection & testing of fire alarm systems)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 5  | MFC 2.1.3.3. | Approved smoke alarms are installed as required. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 6.7.1.1. | Smoke alarms are inspected, tested and maintained in operating condition. | **[ ]**  | **[ ]**  | **[ ]**  |
| 7 | MFC 2.1.3.9. | Installations of carbon monoxide detection and warning equipment must be acceptable to the Authority Having Jurisdiction ***(MB Amendment)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 8 | MFC 6.7.1.1. | Carbon monoxide detectors are inspected, tested and maintained in operating condition.  | **[ ]**  | **[ ]**  | **[ ]**  |
| **D** |  | **HOUSE KEEPING** |  |  |  |
| 1 | MFC 2.4.1.1. | Combustible materials are **not** permitted to accumulate in quantities or locations that will constitute an undue fire hazard. | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.3.1.3. | Decorative materials attached to walls or ceilings have not exceeded the room or area’s flame-spread rating. | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.4.1.3. | Non-combustible waste receptacles are used for materials that are subject to spontaneous ignition.  | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.4.1.4. | Lint traps for laundry equipment are cleaned after each use. | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.10.3.1. | Combustible materials such as artwork and teaching materials that are attached to walls have **not** exceeded 20% of the wall area. **(Day Care/Schools)****In schools – 20% of wall area in classrooms and 5% wall area in hallways**  | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.10.3.2. | Waste receptacles are made of non-combustible materials. **(Day Care/Schools)**  | **[ ]**  | **[ ]**  | **[ ]**  |
| **E** |  | **SMOKING** |  |  |  |
| 1 | MFC 2.4.2.1. | Smoking is **not** permitted in areas where conditions are such that a fire or explosion hazard may be created. | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.4.2.1. | Where smoking **is** permitted, adequate ash trays are provided, and smoking materials are properly disposed of. | **[ ]**  | **[ ]**  | **[ ]**  |

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| **F** |  | **STORAGE OF HAZARDOUS GOODS** | **Yes** | **No** | **N/A** |
| 1 | MFC 2.4.4.1. | Flammable and combustible liquids are labelled, stored and handled in an approved manner in conformance with MFC Part 4.  | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.4.4.1. | Storage cabinets are properly identified (MFC 4.2.10.4.) | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 3.2.8.2.  | Flammable gases are stored indoors in an approved manner. | **[ ]**  | **[ ]**  | **[ ]**  |
| **G** |  | **FIRE SUPPRESSION EQUIPMENT** |  |  |  |
| 1 | MFC 2.1.5.1. | Portable fire extinguishers are installed as required.***Ref. (N.F.P.A. 10 Standard for Portable Fire Extinguishers)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 6.2.1.1. | Portable fire extinguishers are inspected, tested and maintained in operating condition.***Ref. (N.F.P.A. 10 Standard for portable fire extinguishers)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 6.4.1.1. | Sprinkler systems and/or Standpipe systems are inspected, tested and maintained in operating condition.***Ref. (N.F.P.A. 25 Standard for testing and maintenance. of water-based fire protect systems)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.6.1.9. | Fixed fire suppression and ventilation systems for cooking equipment are installed, inspected and maintained in operating condition. ***Ref:* *(N.F.P.A. 96 Standard for ventilation control and fire protection of commercial cooking operations).*** | **[ ]**  | **[ ]**  | **[ ]**  |
| **H** |  | **FIRE SEPARATIONS** |  |  |  |
| 1 | MFC 2.2.1.2. | Integrity of the fire separations is maintained. | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.2.2.1. | Required openings in fire separations are protected with closures in accordance with MBC | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.2.2.4. | Fusible links and other heat-actuated devices are undamaged and free of paint or dirt | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.2.2.4. | Closures in fire separations are **not** blocked or wedged open. | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.2.2.4. | Closures in fire separations are maintained in good working order at all times. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.2.2.4. | Fire dampers / Fire Stop flaps inspected annually for damage / obstruction | **[ ]**  | **[ ]**  | **[ ]**  |
| **I** |  | **OCCUPANT SAFETY** |  |  |  |
| 1 | MFC 2.7.1.1. | Adequate means of egress is provided. ***(ref. MBC 3.3.1.3)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.7.1.6. | Means of egress are maintained in good repair and free of obstructions. | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.7.1.1. | Required exit doors are equipped with quick release exit hardware. | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.7.1.1. | Required exit doors open in the direction of travel. **(*ref. MBC* 3.4.6.11)** | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.7.2.1. | Exit doors are maintained and operate freely. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.8.3.2. | Fire drills are conducted as required. ***(MB Amendment - Schools)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 7 | MFC 2.8.2.7. | Emergency evacuation plans are posted and maintained.  | **[ ]**  | **[ ]**  | **[ ]**  |
| **J** |  | **ELECTRICA**L |  |  |  |
| 1 | MFC 2.4.7.1. | Extension cords are being used in a proper manner. (Temporary Use Only) | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.4.7.1. | Electrical equipment and wiring are maintained in good condition. | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.4.7.1. | There are **no** visible bare or exposed wires. | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.4.7.1. | There is **no** visible overloading of electrical circuits. | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.4.7.1. | Switches or receptacles are in good condition. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.4.7.1. | Distribution panels are accessible, covered and labelled. (1m clear distance) | **[ ]**  | **[ ]**  | **[ ]**  |
| **K** |  | **EMERGENCY LIGHTING. STANDBY POWER AND EXIT SIGNS** |  |  |  |
| 1 | MFC 2.7.3.1. | There is adequate exit lighting; exit signs and emergency lighting provided. ***(ref. MBC 3.4.5.1; MBC 3.2.7)*** | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.7.3.1. | Exit lighting and exit signs are continuously illuminated. (MBC 3.4.5.1) | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.7.3.1. | Exit signs are readily visible. | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.7.3.1. | Emergency lighting equipment is maintained in operating condition. | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 6.5.1.1. | Emergency lighting is inspected and tested monthly / annually as required. | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 6.5.1.1. | Emergency Stand-by Power Unit maintained and in operating condition | **[ ]**  | **[ ]**  | **[ ]**  |
| **L** |  | **RECORDS MANAGEMENT****Record Logs are to be maintained for the following:** |  |  |  |
| 1 | MFC 2.2.1.2. Division C | Portable fire extinguisher; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 2 | MFC 2.2.1.2. Division C | Sprinkler system; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 3 | MFC 2.2.1.2. Division C | Standpipe system; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 4 | MFC 2.2.1.2. Division C | Fixed fire suppression system; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 5 | MFC 2.2.1.2. Division C | Emergency lighting and exit sign lighting; inspection, testing maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 6 | MFC 2.2.1.2. Division C | Fire alarm and detection system; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 7 | MFC 2.2.1.2. Division C. | Smoke Alarms; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |

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| **L** |  | **RECORDS MANAGEMENT (continued)** | **Yes** | **No** | **N/A** |
| 8 | MFC 2.2.1.2. Division C | Emergency power system; inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |
| 9 | MFC 2.8.2.1. | Fire safety plans are current and reviewed annually | **[ ]**  | **[ ]**  | **[ ]**  |
| 10 | MFC 2.2.1.2.Division C. | Fire drill record logs are maintained | **[ ]**  | **[ ]**  | **[ ]**  |
| 11 | MFC 2.2.1.2.Division C. | Carbon Monoxide detector logs maintained | **[ ]**  | **[ ]**  | **[ ]**  |
| 12 | MFC 2.2.1.2.Division C. | Fire/Smoke Dampers: Inspection, testing and maintenance | **[ ]**  | **[ ]**  | **[ ]**  |

**The following deficiencies have been identified and require the following corrective action(s), to be completed by the noted compliance date.**

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| **ID** | **MFC** **Article No.** | **Deficiency** | **Corrective Action** | **Compliance Date** |

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* Additional information as required may be made on additional pages, and shall become part of this inspection report.

***Appeal of Order***

*In accordance with C.C.S.M.c. F80 15(1) and 15(2), Review or Appeal of Order, of the Fires Prevention and Emergency Response Act, the person whom the order has been directed to may submit a request for review or appeal of the order.*

*15(1)     A person to who a designate has directed an order may submit a request to the fire commissioner for review or the order.*

*The request must be in writing and must include:*

*(a)                 the person’s name and address and the reasons for requesting the review; and*

*(b)                 a copy of the order.*

*15(2)     A request for review of an order must be made within the following times:*

*(a)                 if the order requires compliance in less than 14 days, within the time specified for compliance.*

*(b)                 In any other case, within 14 day after the person received or is deemed to have received the order.*

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| **Date** |  |
| **Inspector(s) Name** |  |
| **Inspector(s) Signature** |  |
| **Authority Having Jurisdiction** |  |
| **Address** |  | **Phone No.** |
| **Report provided to:** |  |  |

**This report has been prepared for** **for the purpose of** **and should not be given to or used by third parties or used for any other purpose without prior written consent of the Authority Having Jurisdiction as listed below. The report is solely based on conditions existing on****. No representation or responsibility is assumed whatsoever to third parties who rely on this report without authorization. The Owner or their Authorized Agent shall be solely responsible for carrying out the provisions of the Manitoba Fire Code.** Revised: Dec 2013