

Appendix C

Fire drills

Definitions

Fire drill - a simulation of how the Emergency Plan would be implemented had an actual fire occurred. This simulation may be a planned exercise or result from a real or false alarm.

Requirements

Each building at the University must conduct regular fire drills in accordance with the requirements of the Manitoba Fire Code:

- at least once a year for most buildings
- for day cares at least once per month

The effectiveness of the fire drill must be assessed and reported to EHSO and to the faculties and units involved.

Implementation

The Environmental Health and Safety Office (EHSO) will:

- recommend an appropriate procedure for conducting a fire drill for each building in consultation with the Chief Fire Warden, representatives of faculties or units, and Physical Plant. The procedure used to conduct a fire drill will be based on several factors including the type of occupancy of a building, occupant loads, the fire hazards of the building and the safety features of the building
- provide an assessment template to review and report on a fire drill

The Chief Fire Warden will be responsible for:

- organizing regular fire drills for a building
- providing the document assessing the effectiveness of a fire drill to EHSO and to faculties and units in the building

Deans, Directors and Department Heads of faculties and units in a building will:

- ensure that fire drills are conducted at least annually (other than day cares where they must occur monthly)
- cooperate with fire drills by allowing the time and participation required to assess the effectiveness of emergency plans.