

## **Fire safety inspections**

### **Definitions**

*Fire inspections* - are regulatory inspections by the Fire Prevention Office of the Winnipeg Fire Department to assess regulatory compliance with the Manitoba Fire Code as well as applicable By-laws.

*Life safety system inspections* – are inspections of fire protection systems, e.g. alarms, extinguishers, electronic controls, sprinklers, conducted by Physical Plant.

*Workplace fire safety inspections* – are inspections conducted by University staff which may include fire wardens, local area safety and health committees and the Environmental Health and Safety Office (EHSO).

### **Requirements**

For each building at the University of Manitoba:

- Life safety systems will be inspected in compliance with the City of Winnipeg Fire Prevention By-law
- Regular workplace fire safety inspections will be conducted and documented. Copies of workplace fire safety inspection reports will be provided to the faculties/units in the building, the Chief Fire Warden, the local area safety and health committee and EHSO

### **Implementation**

Physical Plant will be responsible for inspecting and maintaining life safety systems in all University buildings.

The Environmental Health and Safety Office will:

- provide a workplace fire safety checklist that can be used to document workplace fire safety inspections and note any issues
- recommend the frequency of workplace fire safety inspections for a building in cooperation with the Chief Fire Warden 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
- establish a yearly risk-based priority list of buildings for more detailed workplace fire safety inspections to be conducted by the EHSO Life Safety Consultant

The Chief Fire Warden for a building will:

- conduct, with the Fire Wardens' assistance, regular workplace fire safety inspections
- document these inspections and provide copies to:
  - the faculties and units within a building
  - the local area safety and health committee
  - EHSO
  - Physical Plant
- cooperate with local area safety and health committees in conducting workplace fire safety inspections

Deans, Directors and Department Heads will:

- give fire wardens the time to conduct and document regular workplace fire safety inspections
- respond to issues raised in the course of workplace fire safety inspections