



Fire Code Information for Businesses

The Alberta Fire Code is a document that works hand in hand with the Alberta Building Code and is designed to maintain adequate fire protection that was built into the occupancy as per the Building Code. Ensuring that a business is maintained in accordance with the Alberta Fire Code is an important responsibility of any business owner. The purpose and enforcement of the Alberta Fire Code is to strive for the prevention of a fire ever starting and if in the event of a fire to help get people out as safely as possible. But it does not stop with the safety of the occupants, the Fire Code also helps with the safety of your community's firefighters in the event of a fire in your business. So, what are some of the items that a business owner needs to check and look for on a regular basis within their property? Here is a list of such items:

OUTSIDE OF THE BUILDING

- The address of the business can be seen from the road and has lettering with colors that contrast with the background.
- The building has maintained access lanes for fire department vehicles.
- Ensure any outdoor storage is secured and combustible material is disposed of or moved away from the building.

FIRE ALARMS (if applicable)

- The fire alarm system in the building is maintained in working order.
- The fire alarm system in the business is annually inspected and tested by a qualified company within the last 12 months.
- Records of all maintenance and inspections of the fire alarm system are kept on the premises.

EXITS

- Exit doors in the business are tested monthly for operation ensuring that they open and close fully.
- Exit doors are easily identifiable and are not covered by curtains or other obstacles.
- Exit doors have only 1 latch, lock or other fastening device and does not require keys or special knowledge to open from the inside of the building.
- Means of egress (exiting), including stairways, are well maintained and free of obstructions.
- The exterior area of the means of egress is clear of snow, ice and other potential obstacles.

FIRE EXTINGUISHERS

- The business has adequate fire extinguishers located throughout the building.
- All fire extinguishers have been serviced annually and tagged by a fire extinguisher company within the last 12 months.
- There is no more than 25 meters of travel required to access a fire extinguisher from anywhere in the business.
- Fire extinguishers are located near exits or in corridors / aisles that provide access to exits.

- All fire extinguishers are properly mounted at no more than 1.5 meters above the floor and no less than 10 centimeters above the floor.
- All fire extinguishers receive monthly inspections by a property representative for damage, location, and use.
- All fire extinguishers are free of obstruction and fully visible.

STANDPIPE and SPRINKLER SYSTEMS (if applicable)

- Nothing is obstructing standpipe or automatic sprinkler connections on the exterior of the building.
- The sprinkler system in the business is annually inspected and tested by a qualified company within the last 12 months.
- The sprinkler system has a spare kit of sprinkler heads and a wrench.
- The standpipe system requires inspection and testing every 5 years.
- There is a least 1 meter of clearance around all connections and there are protective caps in place.
- There are signs that say “Sprinkler Control Room” on entrances to any room(s) containing sprinkler system controls.
- Records of all maintenance and inspections of the sprinkler system are kept on the premises.

EXIT LIGHTING / EMERGENCY LIGHTING

- All exit lights and exit signs are always maintained and illuminated.
- Any emergency lighting is to be tested monthly and is always to be maintained and functional.
- Emergency lighting is mounted and aligned to illuminate the path of travel to exits in the event of a power failure.
- All emergency lights are tested annually to ensure that their emergency backup power supply can illuminate the emergency lights for a minimum of 30 minutes.

FIRE / SMOKE SEPARATIONS

- Any break or damage in the fire-rated construction including passthrough of piping is required to be repaired with a fire-resistant material to maintain the fire rating.
- All suspended ceiling panels in the business are in place and in good repair.
- All fire doors meet or exceed the Alberta Fire Code’s requirements.
- All fire doors automatically latch when used and operate freely without obstruction.

COMMERCIAL COOKING SYSTEMS (if applicable)

- A heating, ventilation and air conditioner (HVAC) inspector has approved all cooking equipment.
- The kitchen’s exhaust system is professionally cleaned by a certified company every six (6) months, or more frequently if required.
- The fire-suppression system is inspected, serviced and maintained every six (6) months by a certified company.
- All records of the cleaning maintenance and inspections of the suppression system are kept on the premises.

- A “K” class fire extinguisher is mounted on the wall in the kitchen and is maintained annually (this extinguisher is a requirement IF the business uses deep fryers).

ELECTRICAL

- All electrical wiring is maintained in good repair.
- The business does not substitute extension cords for permanent wiring.
- There are cover plates on all electrical outlets and switches.
- There is a clearance of 1 meter around all electrical panels.

STORAGE OF COMPRESSED GAS CYLINDERS (if applicable)

- Containers of compressed gases shall be protected against mechanical damage by being securely fastened in place with noncombustible fasteners or strapping.
- Compressed gas cylinders used or stored at the business are protected against mechanical and valve damage.
- Compressed gas cylinders are not stored in:
 - Any exit or corridor that provides access to exits.
 - Under any outside exit stair, passage or ramp.
 - Within one 1 meter of any exit.
- Flammable gases, such as propane and acetylene, are stored outside of the building. Cylinders are to be stored at least 1.5 meters from any building opening.

EMERGENCY PROCEDURES FOR EVACUATION PLAN

- The business has an emergency procedure / evacuation plan. These are a requirement for:
 - All buildings that have a fire alarm system.
 - Buildings with significant indoor or outdoor storage.
 - Areas where flammable or combustible liquids are stored or handled.
 - Areas where hazardous processes or operations occur.
- All employees are trained in the fire emergency procedures.
- The business has at least 1 copy of all fire emergency procedures that is easily accessible in emergencies and for routine inspection upon request.

HOUSEKEEPING

- Any combustible waste materials on the premises are removed daily.
- Combustibles, such as rags, paper or cardboard, are not stored in the vicinity of gas furnaces and water heaters or any other heat producing appliances.
- Any combustible waste and/or oily rags are stored in a metal container with a tight-fitting, noncombustible lid.
- There is nothing obstructing Fire Department access panels and fire protection equipment.
- If the business does not have a sprinkler system, there is at least one 1 meter of clearance between the top of any storage of products and the ceiling.
- If the business does have a sprinkler system, there is 45 cm of clearance between the top of any storage or products and the sprinklers.

The safety of our community is a collective effort. Please take the time to conduct a regular walk throughout the property and help make it as fire safe as possible. If you have any questions regarding the Alberta Fire Code or would like to inquire about other fire safety related items, please call Crowsnest Pass Fire Rescue at 403-562-8600.