

WEST VANCOUVER FIRE & RESCUE SERVICES

760-16TH STREET, WEST VANCOUVER BC V7V 3S1
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APPOINTED FIRE SAFETY DIRECTOR FORM

BUILDING NAME: _____
ADDRESS: _____
FIRE SAFETY DIRECTOR: _____ PHONE: _____
FIRE SAFETY PLAN PRODUCED BY: _____
COMPANY NAME: _____
PHONE #: _____ FAX: _____

IT IS THE RESPONSIBILITY OF THE OWNER, AGENT OR MANAGER OF THE PREMISES HEREIN NAMED TO ENSURE THE SAFETY OF THE OCCUPANTS AS LAID DOWN IN DIVISION C, PART 2, SENTENCE 2.2.1.1.(1) OF THE 2012 BRITISH COLUMBIA FIRE CODE. FURTHERMORE, DIVISION B, PART 2, SENTENCE 2.8.2.1.(1) STATES *SUPERVISOR STAFF* SHALL BE TRAINED IN FIRE EMERGENCY PROCEDURES DESCRIBED IN THE FIRE SAFETY PLAN BEFORE THEY ARE GIVEN ANY RESPONSIBILITY FOR THE FIRE SAFETY. FIRE SAFETY SUPERVISORY STAFF SHALL BE TRAINED IN THE FOLLOWING:

EVACUATION PROCEDURES EXPLAINED	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
ELEVATOR PROCEDURES EXPLAINED	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
VOICE COMMUNICATION PROCEDURES EXPLAINED	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
LOCATION OF FIRE EXTINGUISHERS	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
FIRE EXTINGUISHER INSPECTION PROCEDURES	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
LOCATION OF FIRE ALARM PANEL	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
HOW TO RESET A FIRE ALARM PANEL	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
EMERGENCY LIGHTING TESTING PROCEDURES	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
EMERGENCY GENERATOR OPERATION	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
LOCATION OF HAZARDOUS MATERIALS	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
PROCEDURES FOR KITCHEN SYSTEM	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
SPRINKLER SYSTEM LOCATION	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
SPRINKLER INSPECTION PROCEDURES	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
STANDPIPE LOCATION	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
FIRE PUMP INSPECTION PROCEDURES	<input type="checkbox"/>	N/A	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
MAINTENANCE STAFF: EQUIPMENT SHUT DOWN PROCEDURES	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
KITCHEN STAFF: EQUIPMENT SHUT DOWN PROCEDURES	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
CLEANING REQUIREMENTS (HOODS, ETC.)	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		

I HEREBY CONFIRM THAT THE ABOVE INFORMATION HAS BEEN EXPLAINED AND IS UNDERSTOOD:

SIGNATURE: _____

DATE: _____