

# Warehouse Occupancies

The B.C. Fire Code requires building owners and occupants to comply with the requirements on this checklist and in the *Fire Safety & You* brochure.

## Includes:

- warehousing and storage
- shipping and receiving

## CHECKLIST: COMMON FIRE SERVICE REQUIREMENTS

- ❑ **Address:** must be visible from road and lane, free from foliage, trees, etc. and in a contrasting colour.
- ❑ **Electrical equipment:** must be free of dust, with clearance from combustibles.
- ❑ **Emergency lighting:** may be provided by battery packs with remote and attached heads, or by emergency generators that will illuminate specified A/C fixtures or remote light heads. Must be operational, with no visible damage, and serviced and tagged annually by a certified technician.
- ❑ **Exit doors:** must not be locked or blocked from either the inside or outside. Must be unlocked from the inside when the building is occupied.
- ❑ **Exit signs:** must be visible and remain illuminated at all times when building is occupied.
- ❑ **Exposures such as pallets or flammable items:** should be noted as to location and type.
- ❑ **Fire alarm systems:** must have a working A/C power-on bulb and be in good working condition with no audible or visual damage. Must have a current service tag (within the last 12 months) and up-to-date logbook.
- ❑ **Fire doors:** must not be blocked or wedged open, including stairwell doors. No door wedges to be used.
- ❑ **Fire hose cabinets:** there must be clear access to cabinets and the hose must be in good repair and complete with nozzles.
- ❑ **Fire hydrants:** must be accessible, free of damage and serviced within the specified date. Private hydrants require annual service, with records kept on site.
- ❑ **Fire lanes:** must have an adequate clear width of six unobstructed metres.
- ❑ **Fire separations:** must have no holes or openings that compromise their purpose.
- ❑ **Forklifts:** propane and gasoline-fired forklifts require a minimum rating 2A-10BC.
- ❑ **Garbage disposal:** commercial containers must be located six metres from combustible buildings, and if inside, should have tight-fitting lids and be in fire-separated rooms.
- ❑ **'No smoking' signs:** must be posted in hazardous areas.
- ❑ **Portable fire extinguishers:** must:
  - ❑ be located adjacent to corridors or aisles that provide access to exits.
  - ❑ be mounted in a visible location, accessible, and serviced and tagged at least once per year by a certified technician.
  - ❑ be full and functioning (no leaks, damage, corrosion, broken parts or clogged nozzles).
  - ❑ have a minimum rating 2A-10BC.
- ❑ **Portable heaters:** must be an approved type and kept away from combustibles.
- ❑ **Propane cylinders:** cylinders inside must be connected to appliance/equipment and all cylinders (full or empty) must be stored outside in a secure location.
- ❑ **Sprinkler and standpipe connections:** must be capped, free of debris and accessible.
- ❑ **Sprinkler systems:** must be inspected/tested by a qualified personnel at least once per year. Must have a current service tag (within the last 12 months) and up-to-date logbook.
- ❑ **Sprinkler valves:** must be in open position, either locked and chained or sealed and monitored electronically. No storage permitted within 18 in. of bottom of sprinkler heads.
- ❑ **Storage arrangement:** maximum height of storage of commodities must comply with the sprinkler system design.
- ❑ **Waste paper containers:** in public areas must not be combustible.