



MULTI FAMILY & BUSINESS OCCUPANCIES

TOP TEN INSPECTION ITEMS

1. Annual Fire Alarm Inspection, Testing and Maintenance

Fire alarm systems can provide early detection of a problem and notify occupants of danger. Each fire alarm system is required to be tested annually by an ASTTBC certified technician. The test should include testing of all smoke detectors, heat detectors, and duct detectors, pull stations, speakers, strobes, horns, bells, tamper switches and water flow devices.

2. Fire Sprinkler Inspection, Testing and Maintenance

Sprinkler systems are designed to contain a fire and are your first line of defence should a fire occur. Sprinkler systems require testing and maintenance annually by an ASTTBC certified technician. All reports should be maintained onsite.

3. Fire Extinguishers

Fire extinguishers must be serviced annually by an ASTTBC certified technician.

4. Private Hydrant Inspection, Testing and Maintenance

Private hydrants should be painted red and must be inspected annually by an ASTTBC certified technician and are required to be maintained by the property owner. All reports should be maintained on site.

5. Fire Lanes

Fire lanes provide adequate access for emergency vehicles and must be maintained.

6. Fire Doors

Doors are important in controlling heat and smoke during a fire allowing for safe passage to an exit. All parts of a fire rated door must be in good repair and function properly. Doors must self close and latch at all times.

7. Addressing & Directories

Addresses, building numbers and directories should be maintained and visible at all times.

8. Emergency Lighting & Exit Signage

Emergency lighting and exit signage should work properly and proof of annual testing by an ASTTBC certified technician should be available onsite.

9. Identification of Fire Protection Equipment

Fire protection equipment such as Fire Department Connections (FDC) and Post Indicator Valves (PIV) should be labelled with the areas they serve. Doors leading to Fire Alarm Panel, Sprinkler controls and electrical rooms must also be labelled.

10. Access to Fire Protection Equipment

Fire hydrants, Fire Department Connections, Post Indicator Valves, Alarm Panels, should be accessible at all times.