



Canadian National Demolition

Fire Safety Plan – Fort Francis Demolition of Paper Mill

INTRODUCTION

The Ontario Fire Code, Section 2.8 requires the establishment and implementation of a Fire Safety Plan for this project regulated by the Ontario Fire Code Part 8, Subsection 8.1.2

Building services	8.1.2.1 (1) (3)
Fire watch	8.1.2.2 (1)-(7) / 2.8 & 2.8.2.1 (4)-(5)
Storage of combustibles	8.1.2.3 (1) (2)
Burning of rubbish	8.1.2.4 / 2.4.4.4
Hot work equipment	8.1.2.5 / 5.11
Standpipe system	8.1.2.6 (1)-(5)
Access for fire fighting	8.1.2.7 (1)-(4)
Portable fire extinguishers	8.1.2.8 (1)-(4) / 6.2 & 6.2.5 & 6.2.6
Smoking prohibited	8.1.2.9 / 2.4.3
Ignition sources	8.1.2.10 (1)-(2) / reference to OBC
Temporary enclosures	8.1.2.11
Provisions for egress	8.1.2.12
Fire warning	8.1.2.13

This fire safety plan is designed to provide workers safety in the event of a fire, to provide effective utilization of the fire safety features of the building and to minimize the possibility of fires. The plan discusses what workers are to do in the event of a fire, fire safety, supervisors and related duties, and other related duties

In order for this plan to be effective all site personnel would be made to know the plan and be able to implement it in the event of a fire.

The Fire Protection and Prevention Act 1997 states that “an individual convicted of refusing or neglecting to obey or carry out the directives of the Fire Marshal, an assistant Fire Marshal or a Fire Chief given under the authority of this act is liable to fine of not more than \$50,000 or imprisonment for a term of not more than one year or both. A corporation convicted of an offence is liable to a fine of not more than \$100,000.



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A director or officer of a corporation who knows that the corporation is violating or has violated a provision of the Fire Code is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 or to imprisonment for a term of not more than one year or to both

The Fort Francis Fire and Rescue Service will be made aware of and approve any changes to this Fire Safety Plan. As well, to ensure the site complies with the fire safety regulations, The Fort Francis Rescue Service will need to tour and inspect the site before work commences as well as periodically during the demolition

DESCRIPTION OF FIELD WORK TO BE PERFORMED BY CANADIAN NATIONAL DEMOLITION

The work includes demolition of various buildings at the Fort Francis Paper Mill located at 427 Mowat Avenue, Fort Francis Ontario

EMERGENCY PROCEDURES

The actions to be taken by workers and visitors to the site in emergency situations will be review during a site orientation process along with occasional review during safety meetings etc.

INSTRUCTIONS TO WORKERS ON FIRE PROCEDURES

- Stop work immediately
- Leave the fire area
- Close all doors behind them
- Use exit stairwells to leave the building immediately
- Notify the supervisor of the fire immediately
- Telephone the Fire Department Dial 911 (Never assume that this has been done)
- Know and give correct address and location of the fire in the building (Floor level etc.)
- DO NOT USE ELEVATORS
- Do not return until it has been declared safe to do so by Fire Officials

IF WORKERS CANNOT LEAVE THEIR WORKAREAS OR HAVE RETURNED TO IT DUE TO FIRE AND HEAVY SMOKE. WORKERS SHOULD REMIAN IN THEIR WORKAREA AND:

- Close the door
- Unlock the door for possible entry of firefighters
- Dial 911 and tell the fire department, where they are, then signal to the fire fighters by waving a sheet at or out the window



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- Seal all crack where smoke can get in by using wet towels or sheets. A roll of duct tape is also useful if available
- Crouch low to the floor if smoke enters the room
- Move to a balcony or the most protected room and partially open the window for air (Close the window if smoke comes in)
- Wait to be rescued. Remain calm. Do not panic or jump

Workers should listen for instructions or information which may be given by an authorised person over a loud speaker

RESPONSIBILITY OF THE SUPERVISOR

The effectiveness of the fire safety plan depends largely on the ability, energy and experience of the site supervisor. The supervisors should be given clearly defined authority, so that the building and the workers may be safeguarded against fire. Supervisors should be instructed in the fire emergency procedures as described in the Fire Emergency Plan before they are given any responsibility for fire safety

THE SUPERVISOR SHOULD:

- Be in complete charge of the approved Fire Safety Plan and the specific responsibilities of the personnel
- Designate and train sufficient assistants to act in the position, during any absence from the building
- Educate and train all workers in the use of the existing fire safety equipment and in the actions to be taken under the approved Fire Safety Plan
- Survey the building to determine the number of exits available from each floor or area
- Notify the Fort Francis Fire Department as often as necessary of any changes of persons requiring assistance and their locations

IN THE EVENT OF A FIRE:

- Notify the Fire Department of the emergency condition
- Supervise the evacuation of the workers. Emergency voice communication systems should be used where available
- Upon arrival of fire fighters, inform the fire officer regarding the condition of the building and co-ordinate the efforts of the supervisors with those of the fire department
- Provide access and vital information to fire fighters (e.g. Keys, Service Rooms, elevators etc.)



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IN GENERAL:

- Do not permit any materials to accumulate in any part of a stairway, fire escape or other means of egress or elevator and ventilation shafts
- Do not permit combustible materials to accumulate in quantities or locations which will constitute a fire hazard
- Promptly remove all combustible waste from areas where waste is placed for disposal
- Keep access roadways, fire routes and fire department connections clear and accessible for Fire Department use
- Have a copy and know the requirements of the Ontario Fire Code
- Distribute fire safety procedures to the workers

FIRE SAFETY CHECKLIST:

Canadian National Demolition will assign a person and a back-up to:

- Sound the alarm if there is a fire via 2-way radio or other audible means etc.
- Notify the Fort Francis Fire Rescue Service by calling 911
- Meet with Fort Francis Fire Rescue Service at designated muster (Assembly) points
- Post street address and designated muster (assembly) points of the mill so to expedite any 911 calls
- Develop evacuation procedures to follow when an alarm is sounded
- Train personnel on evacuation procedures
- Maintain a list of onsite personnel on a daily basis
- Identify a designated meeting place (Muster Points) on the demolition site for all personnel
- Inspect the site regularly to ensure exit routes, fire and rescue service fire apparatus routes are clearly identified, and accessible
- Regularly remove combustibles from site
 - Combustible Materials
 - Maintain a clean site at all times-remove waste material on a regular basis
 - Use non-combustible blankets, drapes or screens to protect surfaces that are ignitable and cannot be removed
 - Have designated smoking areas, as well as non-combustible containers for smoking materials

ONSITE LIGHTING:



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Canadian National Demolition will establish on site lighting to ensure areas are illuminated during non-daylight hours

PORTABLE EXTINGUISHER INSTRUCTION

Portable extinguishers can be a lifesaving tool and prevent the spread of fire, saving lives and property. It is important to know the proper type of extinguisher to use and how to use it in case of emergency

THERE ARE FOUR CLASSES OF FIRE:

- A – Ordinary combustibles (Wood, paper, Plastics etc.)
- B – Combustible liquids (Oils, Gas Cooking Oils etc.)
- C – Electrical (Energized equipment, appliances, wiring etc.)
- D – Combustible Metals (Aluminium, Magnesium, zinc etc.)

It is extremely important to choose the proper rated fire extinguisher for the class of fire that is burning

BASIC OPERATION

- P – PULL the safety pin (usually a twist-pull action)
- A – AIM the nozzle, horn or hose at the base of the fire
- S – SQUEEZE the trigger handle
- S – SWEEP from side to side (watch and ensure that the fire will not re-ignite)

When the fire has been extinguished, back away from the area carefully. Always watch the fire in case it re-ignites. Never turn your back to the fire area. Call the fire department to have them check where the fire was burning to ensure the fire is totally extinguished.

NEVER re-hang an extinguisher once it has been discharged (even if it was for only a few seconds) have it recharged by a service company. Replace the portable extinguisher with a spare one of the same rating, or post a notice at the portable extinguisher location indicating the location of the next closest portable extinguisher.

ALWAYS KEEP AN EXIT AT YOUR BACK DO NOT GET TRAPPED. Only person who have been properly trained and feel confident in the use of an extinguisher should contemplate their use. Improper use of a portable extinguisher lead to severe injury or death

FIRE EXTINGUISHMENT AND CONFINEMENT



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Confining a fire in an enclosed space can keep the fire, smoke and fumes from entering into a means of exit. In many cases, this can be accomplished if one remembers to close the door when exiting a fire location. Fire Extinguishment is the responsibility of the fire department. Only after ensuring that the fire department is notified by calling 911, should an attempt be made to extinguish a small fire

If a small fire cannot be extinguished with the use of a portable extinguisher or a fixed extinguishing system, or the smoke present a hazard to the operator, then the door to the area should be closed to confine and contain the fire. Leave the fire area, ensure the fire department has been notified and wait in a safe area for the fire department.

CHECK, TEST, INSPECT REQUIREMENTS OF THE ONTARIO FIRE CODE

CHECK – Means visual observation to ensure the device or system is in place and is not obviously damaged or obstructed

TEST – Means operation of device or system to ensure that it will perform in accordance with its intended function.

INSPECT – Means physical examination to determine that the device or system will perform in accordance with its intended function

A record of all tests and corrective measures as required by the Ontario Fire Code will be retained for a period of two years after they are made

Frequency Intervals	Portable Extinguishers	O.F.C Reference
Annually	Maintenance and testing of portable extinguishers shall be in conformance with NFPA 10 “Portable Fire Extinguishers” Portable fire extinguishers must be serviced by a qualified technician in accordance with the NFPA	Div. B – 6.2.7.1
Monthly	Portable fire extinguishers shall be inspected monthly A record of this inspection shall be recorded on the tag located on the portable extinguisher or in a maintenance log book	Div. B – 6.2.7.2
Every 5 years	Pressurized water and carbon dioxide fire extinguishers shall be hydrostatically tested Portable fire extinguishers must be serviced by a qualified technician in accordance with the NFPA	Div. B – 6.2.7.1
Every 6 Years	Stored pressure extinguishers that require a 12 year hydrostatic test shall be emptied and	Div. B – 6.2.7.1



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	subjected to applicable maintenance procedures Portable fire extinguishers must be serviced by a qualified technician in accordance with the NFPA	
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SITE SECURITY

Canadian National Demolition will establish a mill site security personnel during the off hours of operation who will also be responsible for monitoring the worksite and can notify 911 in case a fire is detected.

Canadian National Demolition will make sure that

- ✓ The person who is responsible to conduct fire watch will be familiar with all the fire safety features in the building, including the Fire Safety Plan, conditions of the exits., locations of portable fire extinguishers, etc.
- ✓ The fire watch personnel will be provided with a means of communication with the fire department (i.e. Cell Phone) and be equipped with portable illumination (Flashlights) and personal protective equipment. (Hardhat, Vest etc.)

HOT WORK OPERATIONS

Any work that produces an open flame, spark or ignition source, including torching, heaters, welders cutting and grinding will be considered to be hot work.

Canadian National Demolition will establish a Hot Work Permit program. All permits will include the type of work to be completed, location of the work the time period of the work, completion date, a final check time and a checklist of precautions.

Canadian National Demolition will ensure that the person who authorizes the work will be familiar with the hazards and understands the safeguards required when performing hot work. They must confirm that fire protection procedures and equipment are in place before work commences, ensure compliance with these measures and be available to inspect the site daily. Since ignition can occur after work is completed. The procedures will also include a fire watch, with an authorized person staying in the work area a minimum of 30 minutes after the work is completed

HOT WORK CHECKLIST

- ✓ Implement a hot work permit system
- ✓ Hire only qualified workers to perform hot work
- ✓ Equip the site with fire extinguishers and ensure the workers are trained in there use and know where they are located



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- ✓ Keep work area free of flammable and combustible materials
- ✓ Do not allow flammable and combustible materials to accumulate onsite. Establish regular disposal of these products
- ✓ Cover combustible building materials with a fire-resistant shielding when they cannot be removed
- ✓ Ensure that the work area is well ventilated
- ✓ Wet down area before the work is completed
- ✓ Inspect the worksite daily, to be done by a competent person
- ✓ Maintain a fire watch during hot works and for a period of 30 minutes after the work is complete
- ✓ Complete a fire watch log for the fire department to review