

Fire Safety Plan Summary Sheet

Fire Safety Plans are required by the Ontario Fire Code (Section 2.8).

**The Brantford Fire Department must be notified of any changes to your Fire Safety Plan.
CONTACT NAMES AND PHONE NUMBER MUST REMAIN CURRENT!**

Updates to the Summary Sheet of the Fire Safety Plan, including new emergency contacts or altered procedures must be submitted to the Brantford Fire Department by mail: P.O. Box 61, Brantford, ON N3T 5M2 or by fax at 519.752.7083.

building address: _____

name of building: _____

building phone no. _____ building class: _____

plan presented by: _____ phone no.: _____

owner: _____ phone no.: _____

owners address: _____ city: _____ PC: _____

Supervisory staff : On Site Off Site

Emergency Contact Names	Address & Postal Code	Title	Phone No.

teaching of staff by: _____ annual plan review by: _____

fire drills conducted by: _____ frequency of drills: _____

Fire Protection Equipment Provided:

Portable Fire Extinguishers
 Sprinklers
 Fixed Extinguishers
 Standpipes
 Fire Alarm
 Other (note below)

Maintenance of Building per Ontario Fire Code – Log Book to be kept on site.

Notification of the Fire Department and Occupants Before and After Repairs, Tests & Alterations of Fire Protection Equipment by: _____

Alternative Measures: (ie. Fire Watch, Service Contractor or additional extinguishers): _____

Access for Firefighting Provided?	Yes	No	Are Special Hazards Noted in the Fire Safety Plan?	Yes	No	N/A
Procedures Posted?	Yes	No	Procedure for Hazardous Liquid Spills included?	Yes	No	N/A
Floor Plan(s) Provided?	Yes	No	Hazardous Liquid Spill Contact Name & Phone Number:			
Security Box Present?	Yes	No	_____			

Date: _____ Signature: _____