

Fire Prevention Planning CHECKLIST for Construction, Renovation or Demolition Projects

Designers and contractors working on new construction, renovations or demolition projects at the International Fire Code Chapter 14; International Building Code Chapter 33; and NFPA 241, 70 and 3.

Fire Prevention Plan, as outlined below, to be submitted by contractor/construction manager to Facilities Management with the intended scope of work.

Fire Alarm Systems

Review existing fire alarm system and document impact to smoke detectors, heat detectors, waterflow switches for the sprinkler system, valve tamper switches, pull stations, and all notification devices (horns/strobes/speakers).

List the type and location of any devices that are not in operation.

Describe “minimal level” of detection: pull stations at both the primary and secondary egress points and notification devices in the work zone.

Describe process for temporarily bagging any smoke detectors in and adjacent to the work zone.

Confirm the removal of any devices on the fire alarm system has not affected adjacent areas and proper operation of the fire alarm system (or loop).

Describe the coordination of any needed fire alarm panel programming changes.

Describe when and how a fire watch will be established, as applicable.

Fire Protection Systems

Review the existing fire protection systems and document the impact to sprinkler systems, fire hose standpipe systems, and fire pumps (including the controller and back-up emergency generators).

Verify portions of the sprinkler system are operational within the work zone.

List the location of any areas where the sprinklers will or have been removed from service. For these areas describe the following:

Temporary smoke detection as programmed into the fire alarm panel.

Temporary smoke detectors in and adjacent to the work zone: bagged and the bags removed at the end of each shift.

When and how a fire watch has been established.

Other Precautions

List the designee or Program Superintendent responsible to implement and supervise the Plan.

Describe the installation of any new equipment, suspended ceilings, walls, cabinets, shelving, signs/displays or other items that may obstruct existing sprinkler heads, fire alarm initiating and/or notification devices, fire hose cabinets, fire extinguishers, or EXIT signs.

Describe coordination with the Project Manager of all scheduled or emergency outages to the fire alarm and fire protection systems.

Describe any removal or addition of fire alarm initiating and detection devices and fire protection components.

Review all fire precautions listed for Fire Prevention Planning.

Fire Department Access

Describe any alterations to Fire Department access patterns.

Describe any alterations to the building's Fire Department connections.

Describe any alterations in access to fire hydrants and the building's Fire Department connections.

Describe the unobstructed path from the exterior through the interior of the building to the work zone to be maintained for fire fighter access.

Means of Egress

Describe the two means of egress maintained from the work zone. If only one means of egress can be provided, this requires approval by the AHJ.

For the occupied areas of the building, describe any impacts to existing egress paths.

Provide a plan for any necessary revision to EXIT signage or egress.

Fire Protection System Testing

List all fire protection and fire alarm system installations or modifications that require acceptance testing.

New Building Construction or Demolition

Describe any of the following items that may be applicable to the project (any require AHJ approval):

Installation or modification to any required standpipe systems

Provision of temporary or permanent water supply

Protection of pedestrians

Protection of adjoining property

Temporary use or closing of public streets