

FIRE PRE-PLANNING POLICY

Policy No: FP 05-2014

Approved by Council: September 10, 2014, Resolution: 2014.15.05

PURPOSE:

To establish policies and guidelines for the development of Fire Pre-Plans.

SCOPE:

This guideline shall be followed by all members of the Dutton Dunwich Fire Department.

POLICY

The Municipality of Dutton Dunwich Fire Department develops and conducts pre-planning reports for high risk occupancies as a component of its annual bi-weekly training program.

PROCEDURE

Pre-Planning:

- The Chief and Senior Officers will be responsible for arranging a tour and documenting building details for buildings in their respective response area for the development of a fire pre-plan for such building.
- All pre-plans will be documented using the attached Pre-Planning Report.
- All pre-plans will be documented and stored in the Fire Department's Fire Department Policies and Procedures (Microsoft Excel Software).
- All pre-plans will be provided to "Pumper 2" and a copy retained in their respective Building Pre-Plans Manual.
- The Fire Chief and Senior Officers will be responsible for reviewing the pre-plans for buildings in their respective response areas at least bi-annually.

RESPONSIBILITY The Fire Chief and Senior Officers will be responsible for identifying high risk occupancies for fire pre-planning as part of the Fire Departments annual bi-weekly training program.

The Fire Chief will be responsible for development of pre-plans for buildings identified as per above.