

Fire Safety Plan - Temporary Pandemic Housing Permit

This fire safety plan is not meant to be inclusive of all the applicable fire codes the hotel is responsible for. Include this check list along with a copy of your fire life safety plan and evacuation plan with your permit application.

Exit Features

- | | | |
|---|-----|----|
| 1. Are all required exits free and clear of obstructions? | Yes | No |
| 2. Do all required exits have code complying hardware? | Yes | No |
| 3. Are all required exits openable from the inside without a key special knowledge? | Yes | No |
| 4. Do all required exits have lit exit signage with battery backup? | Yes | No |
| 5. Is all emergency lighting in working order? | Yes | No |
| 6. Are all stairwells doors self-closing and latching? | Yes | No |
| 7. Are all required fire doors intact and in working order | Yes | No |

Fire Protection Systems

- | | | | |
|--|-----|----|----|
| 1. Is the fire alarm system in working order? | Yes | No | |
| a. Date last inspected _____ | | | |
| 2. Is the sprinkler system in working order? | Yes | No | NA |
| a. Date last inspected _____ | | | |
| 3. Are all fire extinguishers in place and in working order? | Yes | No | NA |
| a. Date last inspected/serviced _____ | | | |

Rooms

- | | | |
|--|-----|----|
| 1. Are entry doors in good condition, self-closing and latching? | Yes | No |
| 2. Are evacuation plans posted? | Yes | No |
| 3. Are smoke detectors present and in working order? | Yes | No |
| 4. Are smoke detectors less than 10 years old? | Yes | No |
| 5. Is all permanent wiring in good repair and working order? | Yes | No |

General Information

- The following are not allowed in the rooms:
 - Portable cooking appliances.
 - Open flame devices.
 - Temporary wiring including extension cords, non UL listed power strips and similar wiring methods.
 - Flammable and combustible liquids or gas.
 - Non-code compliant door locks.

- f. Excessive combustible storage.
- 2. Hotels with laundry service shall insure equipment is maintained in working order and vents are cleaned on a regular basis.
- 3. Employee training on fire safety and the evacuation plan shall be conducted for all new employees and periodically for all employees thereafter.
- 4. All employees shall participate in evacuation drills at least quarterly on each shift.