The Manitoba Fire Code requires building owners or occupants to comply with the requirements on this checklist.

These requirements are in addition to those listed in the Fire Safety & You Brochure.

**DAYCARE USES INCLUDE:**
- Daycares
- Preschools

Winnipeg Fire Department

Fire Prevention Branch
2nd Floor - 185 King St.
Winnipeg, MB, R3B 1J1
Call 311
Email

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**Checklist: Common Fire Safety Requirements**

- **Address:** Must be visible from road and lane, free from foliage, trees, etc.
- **Aisle ways:** Must provide clear access to exits.
- **Combustible Artwork:** Shall not exceed 20% of the wall or ceiling area.
- **Drills & Evacuation:** Fire evacuation plans and procedures are complete, up-to-date and prominently posted in each room of the Child Care Centre. Monthly fire drills conducted and recorded.
- **Egress:** Corridors, stairs and exits are unobstructed and in good repair. Exit signs and exit lighting are readily visible and illuminated.
- **Electrical:** Electrical appliances bear the label of a testing laboratory (ULC, CSA). Coffee makers, hot plates, toasters, etc. are unplugged when not in use. Outlets are protected with secure covers.
- **Emergency Lighting:** Tested monthly for functioning, inspected annually and labelled by a certified technician.
- **Extension Cords:** Kept to a minimum and not overloaded.
- **Fire Alarm System:** Checked daily for indicator lights, tested, inspected and labelled annually by a certified technician.
- **Fire Doors:** Fire doors or stairway doors are NOT wedged or blocked open and doors close and latch properly.
- **Fire Department Access:** Fire lanes are NOT obstructed by vehicles. Exterior fire department connections are readily visible and unobstructed.
- **Fire Separations:** must have no holes or openings that compromise their purpose.
- **Furnace Area:** Must be separated from the daycare and maintained clear of storage. Fuel-fired heating systems must be inspected and labelled annually by a certified technician.
- **Housekeeping:** Trash and debris are contained in non-combustible waste receptacles.
- **Laundry facilities:** Dryer lint trap must be cleaned after every use and dryer vent must be cleaned as required or annually.
- **Locking devices on exit doors:** Shall be readily opened from the inside.
- **Portable Fire Extinguishers must:**
  - Be located adjacent to corridors or aisles that provide access to exits.
  - Be mounted in a visible location, accessible, and serviced and tagged at least once every 12 months by a certified technician.
  - Be full and functioning (no damage, corrosion, leaks malfunctioning parts or clogged nozzles).
  - Have a minimum rating of 2A-10BC
- **Portable Heaters:** Must be an approved type and kept away from combustibles.
- **Smoke Alarms:** Smoke alarms are installed on each floor area and/or in every room to be used for sleeping purposes. A written record of monthly smoke alarm tests is maintained.