

Operating Guideline # 1809

Delegation of Chief Fire Official Designation

September 19, 2019



PURPOSE:

The purpose of this Operating Guideline (OG) is to identify and delegate to certain Muskoka Lakes Fire Department personnel the authority of the “Chief Fire Official” in accordance with the Ontario Fire Code, 213/07 as amended.

ISSUE/RATIONALE:

The *Ontario Fire Code, 213/07 as amended* ascribes certain powers to the “Chief Fire Official” of a municipality (i.e. – to “approve” certain Fire Code provisions or submissions). It also provides that the Fire Chief of a Fire Department may delegate these powers to other members of the fire department under Article 1.1.1.2. of Division C in order to carry out various provisions of the Fire Code.

Members of the Fire Prevention Division and others carrying out duties related (i.e. the Deputy Fire Chief) who are “Assistants to the Fire Marshal” are delegated this authority by virtue of this OG when accompanied by an individually issued “Memorandum of Appointment”.

GUIDELINE:

1. Appendix “A” lists the various Ontario Fire Code Articles that reference the term “Approved” and the Fire Chief hereby delegates the authority of the “Chief Fire Official” to “approve” to those persons/positions as listed in the appendix for the article referenced. Note that each individual also requires an accompanying “Memorandum of Appointment”.

RESPONSIBILITY:

This guideline is to be followed by all Muskoka Lakes fire department personnel that have been appointed as an Assistant to the Fire Marshal under Subsection 11.(1) of the Fire Protection and Prevention Act, 1997.

DEFINITIONS:

“Approved” means approved by the Chief Fire Official, or where delegated, his or her designate.

“Chief Fire Official” means the Assistant to the Fire Marshal who is the Municipal Fire Chief or a member or members of the fire department appointed by the Municipal Fire Chief under Article 1.1.1.2. of Division C or a person appointed by the Fire Marshal under Article 1.1.1.1. of Division C.

REFERENCES:

- Ontario Regulation 213/07 Ontario Fire Code
- Fire Protection and Prevention Act 1997 as Amended
- MLFD OG 1801 Fire Inspection Practices

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Appendix "A"

(FPO = Fire Prevention Officer)

Division A

Ontario Fire Code - Part 1

1.2.2.1(1)(iii) Alternative solutions to be approved Deputy Chief/FPO

Division B

Ontario Fire Code - Part 1

1.1.2.3 Written records of tests FPO

1.2.1.3 Compliance to previous standard referenced FPO

Ontario Fire Code - Part 2

2.1.2.1 Classification of buildings Deputy Chief/FPO

2.1.2.2 Hazardous activities FPO

2.2.3.4(3) Doors approved Fire Safety Plan Chief/Designate

2.2.3.5 Inspection of fire dampers and flaps FPO

2.3.1.1(2) Interior finish FPO

2.4.1.2 Furniture in corridors FPO

2.4.1.4(1) Waste containers in hotels FPO

2.4.3.1 Smoking prohibited FPO

2.4.4.1(1)(3) Open flames FPO

2.4.4.4 Open air burning FPO

2.5.1.4 Fire access route signs FPO

2.6.1.12(2) Existing commercial cooking equipment FPO

2.6.1.12(3) Existing commercial cooking equipment FPO

2.7.2.1(2)(4) Door release hardware FPO

2.7.2.2. Requirements for locking and latching FPO

2.7.4.1 Indoor amusement fire hazards FPO

2.7.4.2 Emergency egress FPO

2.8.2.1(1) Fire Safety Plans Deputy Chief/FPO

2.8.2.1(3) Fire Safety Plan location FPO

2.8.2.1(8) Training Records FPO

2.8.2.5.(2) Posting Fire Emergency Procedures FPO

2.8.3.1(2) Procedures for fire drills FPO

2.8.3.2.(6) Approved Fire Drills for Care, Care & Treatment FPO

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2.8.3.3.	and Retirement Homes	
2.8.3.3.	Notification of every Fire Drill	FPO
2.9.3.3(1)	Fire alarm systems or fire watch tents	FPO
2.9.3.5	Communication system	FPO
2.11.1.2	Combustible insulation	FPO
2.12.1.3(2)	Covered malls	FPO
2.14.1.2(2)	Outdoor amusement areas fire hazards	FPO
2.14.1.3	Outdoor amusement areas ignition sources	FPO
2.14.1.4	Outdoor amusement areas emergency egress	FPO
2.14.1.5(2)	Outdoor amusement areas Fire Safety procedures	FPO

Ontario Fire Code - Part 3

3.2.1.3(2)	Outdoor Tire Storage/Fire Safety Planning	Chief/Designate
3.2.1.6	Alternative Measures for Outdoor Tire Storage	FPO
3.2.1.7(3)	Fire Department access	FPO
3.2.1.8	Fencing and Gateways	FPO
3.2.1.10	Water supply alternative measures	Deputy Chief/FPO
3.2.2.1	Outdoor storage of lumber/deviation	FPO
3.2.2.12(1)	Fire Department access	Deputy Chief/FPO
3.2.2.19	Burning of wood waste materials	FPO
3.2.2.26	Hydrant systems and water supply	Deputy Chief/FPO
3.2.3.1	Outdoor storage of woodchips/deviation	Chief/Designate
3.2.3.8(2)	Fire Department access	Deputy Chief/FPO
3.3.2.2(5)	Indoor storage dimensions	FPO
3.3.2.6(5)	Fire access aisles	FPO
3.3.3.2(9)(10)	Indoor storage of ammonium nitrate	FPO
3.3.3.6(2)	Automatic sprinklers existing	FPO
3.5.1.8	Water supply salvage yards	Deputy Chief/FPO

Ontario Fire Code - Part 4

4.1.1.4.(1)(b)	Compliance equivalency	FPO
4.1.1.4(3)	Copy to be kept on premise	FPO
4.1.6.4.(1)	Spill Procedure	FPO
4.3.15.2	Retention of records	FPO
4.3.15.3(2)	Remedial action	FPO
4.3.16.1(4)	Liquid level measurement records	FPO
4.3.17.5(1)(2)	Abandonment in Place	Chief/Designate
4.4.6.2	Retention of records	FPO
4.8.4.3(5)	Fire prevention and protection	FPO

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Ontario Fire Code - Part 5

5.6.1.1(1)(7)	Alternative measures	Deputy Chief/FPO
5.6.1.2(2)(c)	Compressed gas cylinders	FPO
5.12.8.2(3)	Sprinklers for operations using flammable/ combustible liquids	FPO
5.13.6.2(1)(b)	Dip tanks	FPO
5.14.9.2	Notification for resurfacing of bowling alleys	FPO
5.14.10.2(2)	Dry Cleaning use/storage of flammable liquids	FPO
5.16.1.1(2)	Fumigation and thermal insecticidal fogging	FPO

Ontario Fire Code - Part 6

6.2.1.3(2)	Portable extinguishers location	FPO
6.2.6.1(3)	Distribution of extinguishers in unoccupied Warehouse	FPO
6.2.7.4(2)	Records other than tags for extinguishers	FPO
6.3.1.2(3)	Monitoring system compliance	FPO
6.3.1.5(1)(2)	Signal silencing (fire alarm)	FPO
6.3.1.6	Disconnect switches (fire alarm)	FPO
6.3.1.7(1)(2)	Relocating manual pull stations	FPO
6.3.2.2(3)	Description of fire alarm system	FPO
6.3.2.6(6)	Interconnected smoke alarm checks	FPO
6.3.3.4	Smoke alarms – maintenance instructions	FPO
6.3.3.7	Smoke alarm replacement	FPO
6.3.4.4	Co alarms – maintenance instructions	FPO
6.3.4.7(6)	Co alarm replacement	FPO
6.4.1.5	Standpipe and hose system shut down	Deputy Chief/FPO
6.4.2.7(1)	Hose cabinets	FPO
6.5.1.8(1)(2)	Sprinkler records	FPO
6.5.2.1/6.5.2.2	Sprinkler system shut down	Deputy Chief/FPO
6.5.2.6	Closed valves	FPO
6.5.6.4(2)	Precautions against freezing	FPO
6.6.5.5	Hydrants – prevention from freezing	FPO
6.9.1.1	Decommissioning	Deputy Chief/FPO

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Ontario Fire Code - Part 7

7.3.1.3(6) Inspections and test for smoke control measures FPO

Ontario Fire Code - Part 8

8.1.2.12 Provisions for egress FPO

Ontario Fire Code - Part 9

9.1.1.2(1)(b)	Life safety study	Deputy Chief/FPO
9.1.1.3	Approved alternatives	FPO
9.1.2.2(6)	Granting an exemption	Chief/Designate
9.1.3.2	Extension of time	Chief/Designate
9.1.4.1	Life safety study	Chief/Designate
9.1.4.5	Extension of time	Chief/Designate
9.1.4.7(1)(2)(3)	Review	Chief/Designate
(6)(7)		
9.1.4.8	Copy of Life Safety Study kept on premise	FPO
9.2.2.3(5)	Fire separation	FPO
9.2.2.4(3)	Interior finish	FPO
9.2.3.11(2)	Existing fire escape	FPO
9.2.3.13(2)	Existing exit signs	FPO
9.2.3.17(3)	Existing ancillary rooms	FPO
9.2.3.18(3)	Openings adjacent to fire escapes	FPO
9.2.4.1(2)	Existing fire alarm system	FPO
9.2.5.1(3)	Access for firefighters	Deputy Chief/FPO
9.2.5.2(3)	Assembly occupancies	FPO
9.3.3.3	Acceptable exits	FPO
9.3.3.4(2)	Existing fire escapes	FPO
9.3.3.5(3)	Existing protection of exits	FPO
9.3.4.4	Existing fire alarm systems	FPO
9.4.2.1(4)	Existing construction	FPO
9.4.2.8(4)	Existing doors to bedrooms	FPO
9.4.3.1(4)	Existing dead end corridors	FPO
9.4.3.4(2)	Existing door swing	FPO
9.4.3.5(2)	Existing exit signage	FPO

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9.4.3.6(3)	Existing fire escapes	FPO
9.4.4.2(3)	Fire alarm systems	FPO
9.4.4.3(2)	Signals to fire departments	FPO
9.4.5.1(3)	Access for firefighting	Deputy Chief/FPO
9.4.5.2(3)	Existing sprinkler systems	FPO
9.5.2.2(4)	Sprinklers from domestic	FPO
9.5.3.1(4)	Means of egress	FPO
9.5.3.2(3)	Number of exits	FPO
9.5.3.5(2)	Location of exit signs	FPO
9.5.3.6(2)	Existing interior finish	FPO
9.5.4.6	Existing fire alarm system	FPO
9.5.5.2(3)	Existing standpipe system	FPO
9.5.5.3(3)	Existing sprinkler system	FPO
9.6.2.7(2)	Existing sprinkler system in storage room	FPO
9.6.3.1(3)	Dead end corridors	FPO
9.6.3.7(2)	Interior finishes	FPO
9.6.4.5(1)(a)(2)	Annunciator panel and zones	FPO
9.6.4.7(2)(a)(3)	Location of voice communication	FPO
9.6.5.3(3)	Existing fire department connection	Deputy Chief/FPO
9.6.5.4(3)	Existing hydrant locations	Deputy Chief/FPO
9.6.5.7(2)	Existing emergency power supply	FPO
9.7.2.1(3)(b)	Accommodation of occupants in corridors	FPO
9.7.4.4(2)(a)(ii)	Voice communication	FPO
9.8.6.1(3)	Electrical Safety Authority order	FPO
9.9.2.1(5)	Approved non-combustible construction	FPO
9.9.2.2(3)(c)(4)	Domestic water for sprinklers	FPO
9.9.2.12(6)	Alternative means for combustion air	FPO
9.9.2.14(1)	Refuse and linen chutes	FPO
9.9.2.16(1)(2)(3)	Pipes, ducts and plenums	FPO
9.9.2.19	Commercial cooking equipment	FPO
(2)(3)(4)(6)		
9.9.3.2(1)(b)(2)	Means of egress	FPO
(3)(8)		
9.9.3.3(3)	Number of exits	FPO
9.9.3.6(2)(3)(e)	Stairway separations	FPO
9.9.3.7(2)(3)(6)(7)	Exterior stairs and fire escapes	FPO
9.9.3.11(1)(2)(a)	Interior finishes	FPO
9.9.4.1(3)(c)	Fire alarm systems	FPO
9.9.4.3(1)(3)(d)	Manual pull stations	FPO
9.9.4.4(1)(a)	Alarm signaling devices	FPO

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9.9.4.5(1)(a)	Annunciator panels	FPO
9.9.4.8	Fire alarm operation	FPO
9.9.4.9	Fire alarm continuity	FPO
9.9.4.11(4)	Primary power	FPO
9.9.4.13(5)	Smoke alarms	FPO
9.9.4.14(2)(a)(3)	Voice communication	FPO
9.9.5.1(4)	Access for firefighting	Deputy Chief/FPO
9.9.5.2(3)(b)(c)	Standpipe systems	Deputy Chief/FPO
(6)(c)		
9.9.5.4	Sprinklers	FPO
9.9.5.5(1)(2)	Emergency power supply	FPO

Division C

Ontario Fire Code - Part 1

1.2.1.2(1)(b)	Qualifications for working on a fire alarm system	FPO
1.2.2.2(1)(b)	Qualifications for working on interconnected smoke alarms	FPO
1.2.3.2(1)(b)	Request to produce Certificate of Qualification	FPO
1.3.1.1	Testing by owner	FPO
1.3.1.2(1)(2)	Testing by Chief Fire Official/samples	FPO
1.3.2.1	Alternative solutions	Chief/Designate
1.3.2.2(1)(3)	Alternative solutions documentation	Chief/Designate
1.3.2.3(1)(2)(5)	Alternative solutions analysis	Chief/Designate
1.3.2.5(1)(b)	Records of alternative solutions maintained on site	FPO