



Treasury Board of Canada  
Secretariat

Secrétariat du Conseil du Trésor  
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# Protection of Assets and People

**RPIC Presentation - November 25, 2009**

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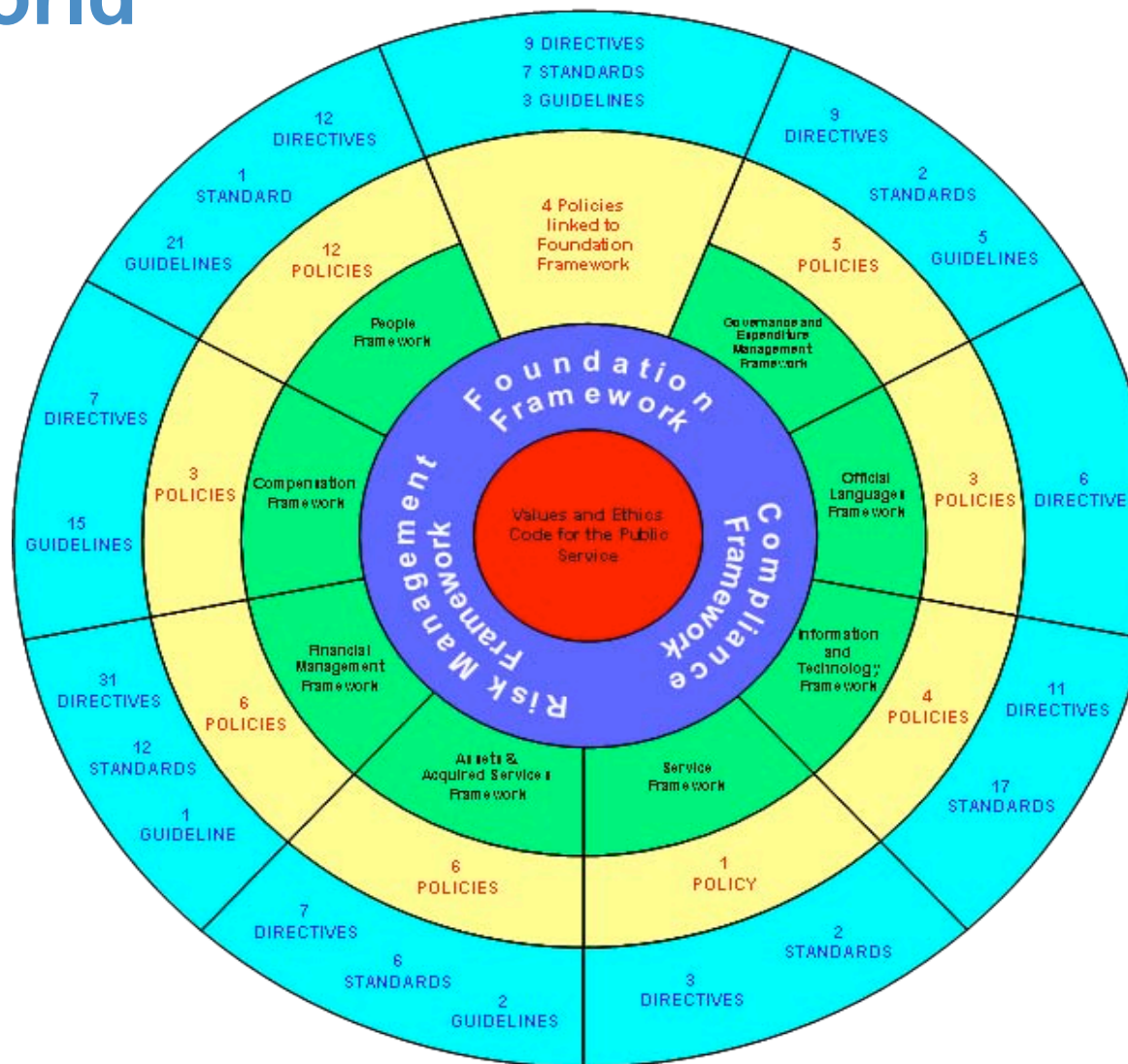


# Objectives

- Discuss two new TB policy initiatives related to OHS and fire protection
  - New Fire Protection Standard
  - OHS emergency evacuation standard
- Review the implementation /development aspects of both
- Advise of new role of the Fire Protection Program
- Clarify how TB asset policy created under the authority of the FAA and the policies and regulation related to the Canada Labour Code differ and how they can complement one another.

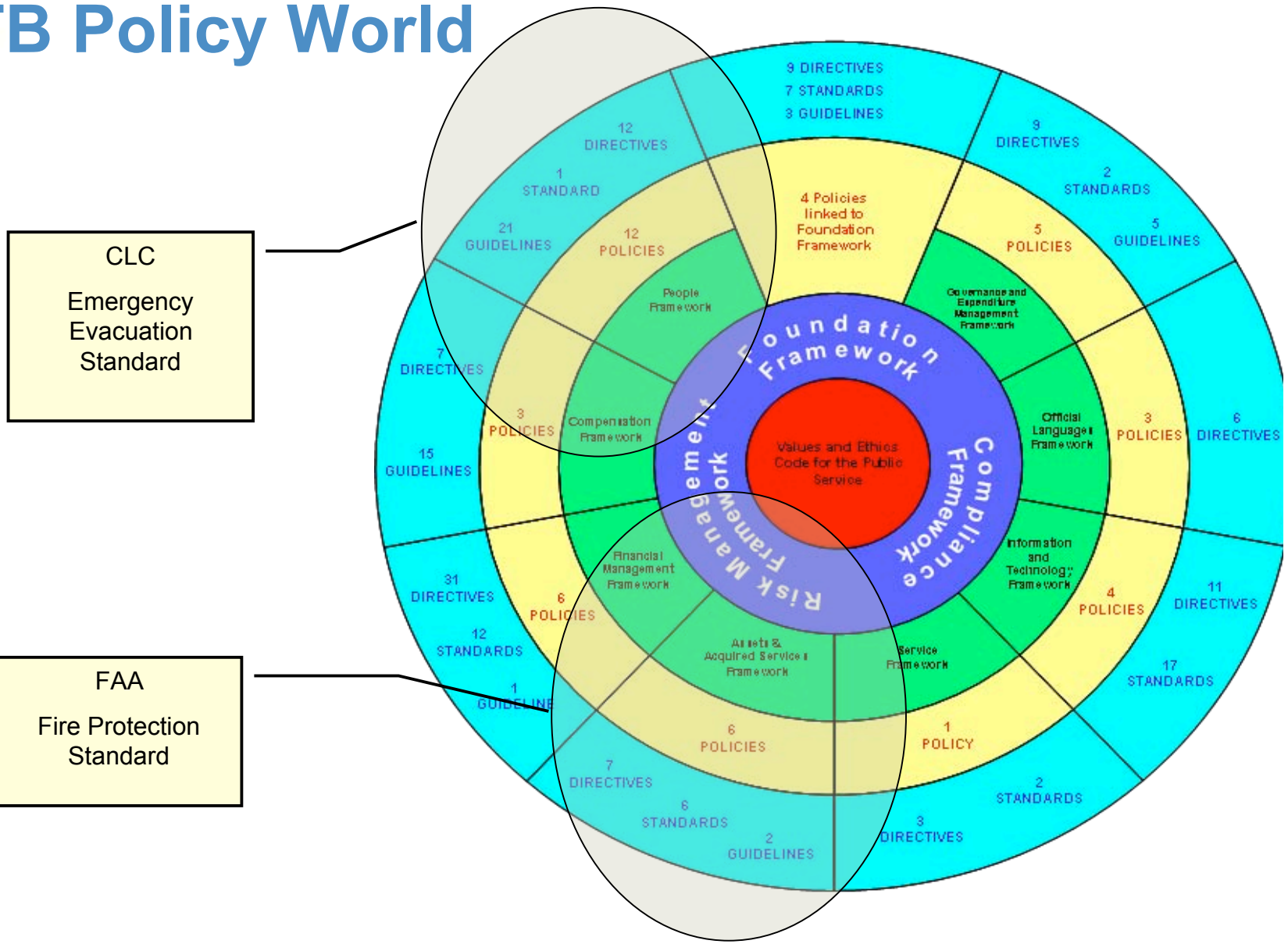


# TB Policy World





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# Real Property Perspective

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## On October 22 the TB Approved

- The new *Fire Protection Standard*
- The rescinding of the 1994 Treasury Board *Policy on Fire Protection, Investigation and Reporting*
- The rescinding of seven Occupational Health and Safety standards including emergency evacuation
- The delegation of authority to the President of the Treasury Board to make changes
- The amendment of the *Policy on the Management of Real Property* to include a reference to the Fire Protection Standard





## New Management of Real Property Policy Requirement

6.1.17

*A senior official is designated as Departmental Fire Protection Coordinator (DFPC) to oversee implementation of the Fire Protection Standard.*





## Accountability and Responsibility

- Department: DM is accountable
- DFPC: meeting policy requirements
- TBS : Policy implementation and monitoring
- Labour Program – Fire Protection Program
  - Guidelines and best practices tool kit (community focus)
  - Technical advice and guidance (at request of community)
  - Policy compliance monitoring (on behalf of TBS)
- Functional Community on Fire Protection: Advisory, consultative, sharing best practices





## Key Requirements - Codes

- Compliance with : the **fire protection requirements** of the NFC, the NBC **the NFBC** or of **applicable local codes** when the following takes place:
  - There is a change in the use of the real property;
  - Real property is acquired (including lease renewal) or new structures are constructed; or
  - Existing real property is altered; and
- Compliance with The NFC or applicable local fire codes throughout the cycle of the property.
- Outside Canada compliance to codes as **reasonable and practical**





## Applicable Local Codes

**Applicable local codes**— “building and fire codes enacted in Canada by provinces, territories and municipalities and abroad by local jurisdictions **that meet or exceed** the requirements of the National Building Code of Canada, the National Fire Code of Canada and the National Farm Building Code of Canada and are applied without contravening any federal statutes, laws or regulations and without prejudice to the Crown’s legal and constitutional rights”





## Key Requirements - Operations

- That fire protection equipment and systems under the department's operational control are inspected, tested and maintained in accordance with the requirements of the NFC and **applicable local codes**.
- That fire protection equipment and systems installed to meet a **ten department's operational needs are compatible** with the building's existing fire protection systems and are inspected, tested and maintained in accordance with the NFC and applicable local codes.





## Key Requirements - Access

That conditions of access to departmental real property respect the following:

- The needs of the Fire Protection Program for the purpose of carrying out its duties and responsibilities;
- The needs of local fire officials for the purpose of carrying out their duties and responsibilities; and
- The specific security and operational requirements of the department.





## Key Requirements – Reporting and Investigation

- That the Fire Protection Program is **advised within 12 hours** of any occurring in facilities administered by the department.
- That when there is a serious fire, the development and implementation of **a fire investigation plan and the investigation** its are carried out in cooperation with the Fire Protection Program and local authorities (where appropriate).



## Other Significant Changes

Policy on Fire Protection, Investigating and Reporting (rescinded)	Fire Protection Standard
The current Policy <b>splits accountability</b> between Labour and the Deputy Head and creates significant confusion by linking FAA policy requirements with the Canada Labour Code	The Standard clearly addresses <b>singular</b> Deputy Head
The current <b>Policy</b> requires compliance with over <b>80 specific requirements</b> , numerous procedures and an additional 8 operational technical standards.	<ul style="list-style-type: none"> <li>• The <b>Standard</b> prescribes <b>11 requirements</b></li> <li>•The other mandatory standards will be re-formed as guid and best practices</li> </ul>
<b>FPS Role</b> Mandatory plan review Enforcement implied Inspections	<b>FPP Role</b> Plan review at the request of DFPC as a technical advisory s No enforcement role Inspections at the request of DFPC as a technical advisory s policy compliance inspections (limited) on behalf of TBS





## Implementation

The Standard will come into effect on April 1, 2010  
to allow time for:

- DM to appoint DFPC;
- FPP to complete inspections and fire reviews already underway under the authority of the current policy;
- The delivery of information sessions by TBS and the FPP to functional communities and non-federal fire protection organizations to ensure a good understanding of renewed policy obligations and opportunities of the Standard;
- Any adjustments in current policies, processes and practices that departments require to effectively implement the Standard;
- FPP to update and develop key guidance tools.





## Summary

### ▶ Key messages:

#### The Fire Protection Standard:

- Is part of the Treasury Board's Policy Suite Renewal;
- Clarifies accountabilities and prescribes clear requirements that will help to reduce fire risks for federal real property assets;
- Stems from the Treasury Board's Policy Suite Renewal and efforts to reduce the 'Web of Rules';
- Replaces the Policy on Fire Protection, Investigation and Reporting.
- Supports the government's commitment to enhanced accountabilities and management excellence.





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# OHS Perspective

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## Legislative Framework

- **Canada Labour Code**
  - Criminal law
  - Binding on all employers, managers
  - “122.1 The purpose of this Part is to prevent accidents and injury to health arising out of, linked with or occurring in the course of employment to which this Part applies”
  - Details found in Regulations





## Regulations

17.4

- (1) Where more than 50 employees are working in a building at any time, the employer or employers of those employees shall prepare an emergency evacuation plan for all employees, including those who require special assistance, after consultation with
- (a) the work place committee or the health and safety representative and
  - (b) the employers of any persons working in the building to whom the Act does not apply.
- (2) An emergency evacuation plan referred to in subsection (1) shall contain





## Coordination

- 17.5

- (1) Every employer shall, after consultation with the work place committee the health and safety representative and with the employers of any persons working in the building to whom the Act does not apply, prepare emergency procedures
  - (a) to be implemented if any person commits or threatens to commit an act that is likely to be hazardous to the health and safety ...
  - (b) if there is a possibility of an accumulation, spill or leak of a hazardous substance ...
  - (c) if more than 50 employees are working in a building at any time, to be implemented when evacuation is not an appropriate means ...
  - (d) to be implemented in the event of a failure of the lighting system; and
  - (e) to be implemented in the event of a fire.





## Needs

- We tend to focus on evacuation as our principal response and on fire as principal risk
- Does not reflect current world





## Needs (cont'd)

- Buildings with multiple government tenants requires coordinated response
- Needs to ensure that a structure to base coordination upon given that different departments tend to operate independent of one another
- Pending standard will establish a common framework





## Emergency Response Coordinator

- The Deputy names a Emergency Response Coordinator who
  - Names a designated senior manager in each building where the Department is alone or the major tenant
  - Identifies the designated senior manager in each building where the Department is not the major tenant
  - Oversees planning and implementation





## Designated Senior Manager

- Is with the principal (primary) tenant Department
- Establishes the team for the building
- Appoints the Chief Emergency Warden
- Liaises with other tenants
- Generally implements the plan





## Designated Senior Manager

- Focus is solely on safety of employees
- Is not involved in fire protection
- Independent role from the DFPC
  - *Possible working relationship*





## Chief Emergency Warden

- Chief Emergency Warden pulls together the plan for the building
- Consults with local fire services
- Consults with other specialists: security, OHS, facility management
- Day to day implementation
- Hands off to new Designated Senior Manager if primary tenant changes





## Department (Based) Senior Manager

- Is a member of one of the tenant Departments (other than the primary tenant)
- Implements the plan within that respective workplace





## Summary

- Protects employees should fire prevention measures fail
- All risks
- Integrates interests of local first responders
- Clear lines of responsibility
  - Tenant key (as de facto employer);
    - custodian supports tenant
    - Sometimes custodian is also an occupant (tenant)
      - *Plays both roles*
- Includes hand-off when primary tenant changes
- Establishes structure but allows for flexibility of planning and implementation to suit local needs





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# Fire Protection Program Perspective

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## Fire Protection Program of Labour

- Roles & Responsibilities:

- 1. Advisory**

- Provides strategic advice to Treasury Board Secretariat
- Provides guidance to RP community
- Prepares Fire Losses in GoC Properties Report
- Conducts monitoring policy compliance and oversight inspections on behalf of TB

- 2. Services**

- Provides limited fire protection services to departments and agencies





## Fire Protection Program of Labour

- Reports to TB the level of compliance
- Prepares guidance documents & educational activities
- Undertakes fire investigations
- Assumes leadership role on fire protection & co-chair of the Functional Community on Federal Fire Protection
- Liaises with the Departmental Fire Protection Coordinator
- Participates in Fire Prevention Week activities
- Limited fire protection services to departments and agencies, for example
  - Engineering survey
  - Plan review
  - Project inspection
  - Fire inspection
  - Client inspection
  - training





## Expectations of DFPC

- Establish a departmental governance structure
- Promotes a fire risk management framework
- Negotiates annual service agreement
- Provides annual list of projects and their status
- Co-ordinates all departmental requests for service
- Co-operates with FPP of Labour on all matters & activities
- Monitors compliance and takes remedial actions
- Provides yearly report card to DM
- Inform DM of serious deficiencies
- Notify other DFPCs when tenants are affected by deficiency
- Liaises with other departmental safety related disciplines





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# Questions/Discussion

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