



Republic of the Philippines
Department of the Interior and Local Government
BUREAU OF FIRE PROTECTION
(FIRE STATION LETTER HEAD)



FIRE SAFETY CHECKLIST ON BUILDING PLANS

Building Plan Checklist #: _____ Date received: _____ Date released: _____

Name of Owner: _____

Project Title: _____

Location of Construction: _____

Classification of Occupancy: _____

NOTE: PLANS, SPECIFICATION, AND FIRE SAFETY COMPLIANCE REPORT (FSCR) SHALL BE IN ACCORDANCE WITH THE PROVISION OF RA 9514 & ITS RIRR OF 2019. CHECK APPROPRIATE BOX [] FOR IDENTIFIED FIRE SAFETY REQUIREMENTS WHICH SHALL BE REFLECTED IN THE RECOMMENDATION SECTION FOR COMPLIANCE.

I. MEANS OF EGRESS: (CIVIL/ARCHITECTURAL PLAN)

1	Permissible Exit Components: [] Doors / [] Stairs / [] Smokeproof enclosures / [] Horizontal exits / [] Ramps / [] Exit passageways / [] Escalator and moving walks / [] Fire escape Stair / [] Fire escape ladder / [] Slide escape / [] Area of refuge / Outside Stairs	15	There shall no openings in corridor partitions other than door openings.
2	Capacity factor (Means of Egress): _____ mm / person	16	Handrails projections shall not more than 114 mm
3	Occupant load factor: _____ m ² / person	17	Exit stair landing shall not be less than the required width of exit door.
4	Common path of travel: _____ m (with sprinkler) _____ m (w/o sprinkler)	18	There shall be no enclosed usable space under the stairs in an exit enclosure nor shall the open space under such stairs be used for any purpose.
5	Dead end limit / Corridor: _____ m (with sprinkler) _____ m (w/o sprinkler)	19	Exit stairway finishing shall not exceed class B.
6	Travel distance: _____ m (with sprinkler) _____ m (w/o sprinkler)	20	Exit stairs shall be provided with Guard and Handrails.
7	Remoteness of exits: _____ m (with sprinkler) _____ m (w/o sprinkler)	21	Exit stairways terminate directly at a public way or at an exterior exit discharge.
8	Number of means of egress per floor: _____ / each room with occupant load ≥ 50 or with hazard content:	22	Exit stairs thread depth shall not be less than 280 mm.
9	Corridor width: _____ m	23	Exit stairs riser height shall not be less than 100 mm nor more than 180 mm.
10	Stair width : _____ m	24	Exit stairs head room shall not be less than 2000 mm.
11	Ramp width : _____ m	25	Ramp as means of egress shall have a maximum slope shall be 1:12 (~ 8.3 %).
12	Any door leaf in a means of egress shall not project more than 180 mm into the required width of an aisle, a corridor, a passageway, or a landing, unless the door leaf is equipped with an approved self-closing device.	26	Ramp as means of egress shall have a maximum cross slope shall be 1:48 (~ 7.14 %).
13	Each guest door used as means of egress shall at least 20 minutes fire resistant.	27	Ramp as means of egress shall have a maximum rise for a single ramp run shall be 760mm.
14	Doors as means of egress that open directly onto exit access corridors shall be self-closing and self-latching.		



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II. FEATURES OF FIRE PROTECTION

A. CONSTRUCTION AND COMPARTMENTATION (CIVIL/ARCHITECTURAL PLAN)

28	Construction Type: [] Type I / [] Type II / [] Type III / [] Type IV / [] Type V	31	Separation of Occupancy (Walls / Partition) shall at least 60 minutes fire resistant.
29	Walls & Ceiling finish: [] Class A / [] Class B / [] Class C	32	Two (2) hours fire resistance firewall, 760mm above the roof surface. (See MC No. 2021-064 dated 28 June 2021 for Alternative)
30	Floor finish: [] Class I / [] Class II	33	Provide fire stopping for all conceded spaces

B. FIRE DOORS: (ARCHITECTURAL PLAN)

34	Fire door shall be installed in accordance with NFPA 80, Standard for Fire Doors and other Opening Protectives	38	Exit doors assembly shall at least 60 minutes fire resistant for three (3) communicating level and below.
35	Door assemblies shall be installed in accordance with NFPA 105, Standard for the Installation of Smoke Door Assemblies and Other Opening Protectives	39	Exit doors assembly shall at least 90 minutes fire resistant for four (4) communicating level and above.
36	Exit doors shall swing in direction of egress	40	Exit doors shall be provided with panic hardware, vision panel, and self-closing mechanism.
37	Exit doors shall be provided with re-entry mechanism at every four (4) storey.	41	Door exit width : _____ m

C. PROTECTION OF VERTICAL OPENING: (MECHANICAL/ELECTRICAL PLAN)
(Escalator Opening may be Protected by One of the Following Methods)

42	Sprinkler Vent Method.	44	Partial Enclosure Method.
43	Spray Nozzle Method.		

III. WARNINGS:

A. SIGNS, LIGHTING, & EXITS SIGNAGE (ARCHITECTURAL/ELECTRICAL PLAN)

45	Marking of means of egress of Directional Sign / Exits Sign / Emergency Evacuation Plan.	46	Illumination of means of egress of Corridors / Passageway / Stair landing / Exit doors.
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IV. FIRE PROTECTION:

A. AUTOMATIC FIRE SUPPRESSION SYSTEM: (MECHANICAL/DESIGN AND TECHNICAL SPECIFICATIONS/ FIRE PROTECTION DRAWING (IF ANY))
(*Mandatory Field Based on Hydraulic Calculation Submitted)

47	NFPA 13	56	* Sprinkler discharge : _____ gpm
48	NFPA 13 R	57	*Demand flow rate : _____ gpm
49	*Hazard : _____	58	*Fire pump : _____ hp
50	*Flowing density : _____ gpm (mm/m ²)	59	*Service factor : _____ min
51	*Area of operation : _____ ft ² (m ²)	60	*Fire pump capacity : _____ gpm
52	*Sprinkler type : _____	61	*Fire pump cut-in pressure : _____ psig (pounds per in ² gauge)
53	*Sprinkler elevation / K - factor : _____ ft (m) / _____	62	*Jockey pump capacity : _____ gpm
54	*Residual pressure at sprinkler head : _____ psi	63	*Cut in / Cut out pressure : _____ / _____ psig



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55	*Fire water reservoir : _____ gallons	64	*Inside hose stream allowance : _____ gpm
B. WET STANDPIPE: (MECHANICAL/DESIGN AND TECHNICAL SPECIFICATIONS/ FIRE PROTECTION DRAWING (IF ANY)) (*Mandatory Field Based on Hydraulic Calculation Submitted)			
65	Class I (2 ½ " hose connection)	68	*Number of standpipe risers : _____
66	Class II 1 ½ " hose connection)	69	*Design flow rate : _____ gpm
67	Class III (Combination of I & II)	70	*Residual pressure at outlet : _____ psig
C. FIRE DETECTION AND ALARM SYSTEM: (ARCHITECTURAL/ELECTRICAL/ELECTRONICS/FIRE PROTECTION PLAN(IF ANY))			
71	Manual call points	75	Fire Alarm Annunciator
72	Alarm Bell	76	Occupant Notification (Audible / Visible)
73	Smoke and Heat detector	77	Emergency Force Notification (If applicable)
74	Siren Strobe	78	Fire Alarm Control Panel (FACP).
D. PORTABLE FIRE EXTINGUISHER: (ARCHITECTURAL FIRE PROTECTION PLAN(IF ANY))			
79	Class: _____	81	Sizes / Number of fire extinguishers for the listed grades of hazards shall be sufficient to meet the requirement of table 7 & 8 of RIRR of RA 9514.
80	Maximum travel distance to extinguisher: _____m		
V. BUILDING SERVICE EQUIPEMENT: (ARCHITECTURAL/MECHANICAL/FIRE PROTECTION PLAN(IF ANY))			
82	Automatic Kitchen hood Fire Suppression System.	86	Vestibule Pressurization.
83	Stairwell pressurization.	87	Smoke refuge area pressurization.
84	Zone Smoke Control.	88	Mechanical smoke exhaust or Natural smoke ventilation for warehouse or Atrium.
85	Elevator Pressurization.		
VI. OTHER FIRE SAFETY REQUIREMENTS (ARCHITECTURAL PLAN)			
89	No fix grills or any obstruction shall be installed on window openings and/or fire exits.	90	Provide/post "NO SMOKING" sign/s where combustible materials are stored or handled. Such signs shall be conspicuously and suitable located.



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VII. RECOMMENDATION/S:

State below the identified fire safety requirements (*Item, Number - i.e. Item B, No. 65*) and additional requirement/s (if any.)

Fire Safety Evaluation Clearance (FSEC) is being issued on the following conditions:

1. ☐ That all fire safety requirements and other requirements shall be complied/corrected prior to construction.
2. ☐ Provide safeguard during construction.
3. ☐ Provide fire department access road.
4. ☐ Subject to additional requirements upon recommendation of the fire safety inspector during inspection and final inspection.
5. ☐ Submit revised documents (Plans, Specification, FSCR) before securing Fire Safety Inspection Certificate (FSIC) for Certificate of Occupancy.

ACKNOWLEDGED BY:

PLANS CHECKED BY:

Signature over Printed Name of Owner/Representative

Name of Building Plan Evaluator

Date / Time: _____

Name of Building Plan Evaluator

Date Checked: _____

FIRE CODE FEES:

RECOMMEND ISSUANCE OF ☐ FSEC / ☐ NOD:

Amount Paid : Php. _____

O.R. Number: # _____

Date Paid : _____

Chief, Fire Safety Enforcement Section/Unit

APPROVED / DISAPPROVED:

DISTRIBUTION:
Original (Applicant/Owner's copy)
Duplicate (BO/BPLO copy as the case maybe)
Triplicate (BFP copy)

City/Municipal Fire Marshal