Republic of the Philippines
Department of the Interior and Local Government
Cordillera Administrative Region
Baguio City Fire Station
No. 1 Corner Kayang&AbanaoSts., Baguio City
(074) 442-2222 / 443-7089
bcfs_cfm@yahoo.com

Checklist #: _____
Plan Evaluator: _____
Date Received: _____ Date Released: _____
Name of Owner/Establishment: _____
Project Title: _____
Location of Construction: _____
No. of Storey/s: _____

NOTE: CHECKED ITEMS ARE THE REQUIREMENTS NOT FOUND IN THE SUBMITTED BUILDING PLANS AND SHALL BE COMPLIED OR CORRECTED BEFORE THE ISSUANCE OF FIRE SAFETY EVALUATION CLEARANCE (FSEC).

MEANS OF EGRESS				**29**	Vertical distance between stairway landings are limited to 3.69 m (12 ft) in assembly occupancies, distance is 2.43 m (8 ft)
	1	Building exits must about a public street or approved alley.		**30**	Handrails should be placed not less than 81.28 cm (32 in) above the tread. Two (2) handrails are required when stairways exceed 111.7 cm in width.
	2	Provide at least two (2) means of egress for each floor, room.			
	3	Provide secondary stairs/exits as far/remote from main stair, to serve .		**31**	Guardrails for stairs, balconies, stair landings, ramps & aisles located along the edge of openside floors and mezzanines shall be provided.
	4	Enclose all stairways and ire escapes with walls having_____hours of fire resistance with access thru self-closing fire doors.			
	5	Provide two (2) doors as exit ways from all rooms.		**32**	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.
	6	Interconnect stairs and fire escapes with fire resistive passageways on corridors at least_____meters wide.		**33**	Non-combustible outside stairs are required to have 2.03 m (6 ft, 8 in) minimum headroom clearance for stairways which should be indicated on plans.
	7	Enclose walls, doors, stairs ramps, escalators and other components of exits systems.		**34**	Ramp slopes should have be roughened or with nonslip surface.
	8	Provide protected/enclosed horizontal exits with self-closing fire doors.		**35**	Ramp slopes should not exceed 30.3 cm. (1 ft) in 3.03 m (10 ft.).
	9	Travel distance to an exit shall not be more than _____ meters.		**36**	No openings other than the required exits are permitted and exit passageways should be one (1) hr fire resistive construction for a three (3) storey building or less and two (2) hrs for four (4) storey building or more. Any opening therein shall be protected with an approved self-closing fire doors.
	10	Exit doors shall swing in the direction of exit travel.			
	11	Revolving doors shall not be used as means of egress except _____.		**37**	Exit illumination and directional EXIT signs shall be provided.
	12	Exit door/s should be openable from the inside without the use of keys, special knowledge or effort flush bolts or surface bolts are prohibited.		**38**	Panic hardware is required on exit doors. In lieu of this, doors shall have no locks or latches.
	13	Exit door should have a minimum width of 71 cm and a maximum width 122 cm and shall not restrict the opening.	**COMPARTMENTATION**		
	14	A floor or landing is required not less than the width of exit door.		**39**	Provide fire break up to the roof for ceiling areas.
	15	Door should be not project into the required corridor width when fully opened so as not to reduce the corridor width to less than 76.17 cm.		**40**	Provide monitored and curtained roof of sheet metal or non-combustible material of a minimum of 1.82m (6 ft) high spaced not more than 76 m (250 ft) & curtained area limited to a minimum of 4, 630 m^2 (50,000 ft^2).
	16	Exit doors should provide immediate access to an approved means of egress. Exiting through a bathroom, bedroom or other room subject to locking does not comply.		**41**	Provide smoke partition at enclosed areas of 2, 083 m^2 (22, 500 ft^2) or less with the length of 45.7m (150 ft) or less, with self-closing fire doors.
	17	Corridors should have a minimum width of _____ meters.		**42**	Provide smoke partition of two (2) hour fire resistance from floor to underside of floor above.
	18	Required corridors in_____occupancies shall have 2.43 meters (8 ft) minimum width.		**43**	Provide interior finish as follows; Exit; Class_____ Access to Exit; Class _____ Other Spaces; Class
	19	Dead-end corridors and exit balconies is limited to 6.08 m (20 ft).		**44**	Provide fire stopping for all concealed spaces.
	20	Aisles in auditorium shall be minimum of_____meters in width.	**WALLS**		
	21	Walls and ceilings of corridors should be fire resistive construction materials.		**45**	Provide standard fire wall with at least 100 cm (39.38 in) high parapets on all portion of the building on the property line.
	22	Interior openings into corridor should be protected as set forth in _____.		**46**	Extend exterior masonry walls to form parapets or wings.
	23	Main stairways should have a minimum width of 112 cm. Trims and handrails should not project more than 8.90 cm (3 1/2 in) into the required width.		**47**	Provide protection of all exterior walls. All exterior walls facing approved alleys which are dead-ended must have a fire resistance of_____hours.
	24	Landings on stairways should have a minimum dimension of 112 cm (44 in) in the direction of travel.		**48**	Provide automatic fire dampers on wall openings.
	25	Risers on stairways should not exceed 19 cm and tread exclusive of nosing or projections should not be less than 25 cm.	**WARNING SYSTEMS**		
	26	Doors between guest's rooms and corridors shall be self-closing and shall have a fire protection rating at least twenty (20) minutes.		**49**	Provide approved emergency alarm bell system on each floor with adequate number of sending stations.
	27	Openings in corridor partitions other than door openings shall be prohibited.		**50**	Provide approved type heat and smoke detection system.

	28	Basement portion of stairways should be provided with an approved barrier where continuous to upper floor in an exit enclosure.		51	Provide efficient communication system for warning occupants and calling fire department.
FIRE PROTECTION				69	Provide/post allowable occupant load sign/s. Such signs shall be conspicuously and suitably located.
	52	Provide approved type portable fire extinguisher ABC type,___lbs. capacity for every 278 m^2. (3000 ft^2) of floor area or 22.8 m (75 ft) travel distance on every floor level.		70	Provide fire protection/suppression during construction.
				71	Provide fire exit plan for each floor of the building showing the routes from each room to appropriate exits, displayed prominently on the door of each room.
	53	Provide dry & wet standpipe system with mm Φ riser and coupling of fire department standards with pumps of reliable pressure & connected to an adequate water supply tank. Hose and hose cabinet shall be provided at every hose gate valve on all floors.		72	No heating or lighting apparatus or equipment capable of igniting flammable materials shall be used in any storage or work area where rags, excelsior, hair or other highly flammable or combustible materials are stored or used.
	54	Provide Fire Service connection with a standard outlet of 64 mm Φ, and 102 mm Φ dry standpipe, and shall located on a street front.		73	Provide/post "NO SMOKING" sign/s where combustible materials are stored or handled. Such signs shall be conspicuously and suitable located.
	55	Provide automatic fire extinguishing system where kitchen equipment is located (Kitchenhood).		74	If high hazard commodities will be stored/handled, automatic fire suppression system shall be provided
	56	Provide automatic chemical extinguishing system on all areas where electronic/electrical equipment are located.		75	Provide/post "DO NOT USE ELEVATOR IN CASE OF FIRE" sign/s.
	57	Provide approved-type automatic fire extinguishing system in accordance with NFPA 13. Approval of system plan is required prior to installation		76	LPG tank/s must be installed outside the building and should be provided with safety devices that automatically stop the flow of gas should a leak develop.
MISCELLANEOUS				77	Provide fire resistive walls between stair & kitchen area.
	58	Provide outside window opening on bedrooms with a clear opening of not less than fiftysix (56) cm in least dimension and forty-five-hundredths (0.45) m^2 in area. The bottom of the window shall be not more than one hundred twenty two (122) cm above the floor.		78	Provide outside window/s for rescue and ventilation with a minimum clear opening of 55 cm and approximately one half (0.5) m^2 in area; the bottom of window opening is not more than eighty two (82) cm above the floor; it can readily be opened from the inside without the use of tools; where storm windows, screens, or antiburglary devices are used, these be provided with quick mechanism so that they may be so arranged that when opened they will not drop to the ground.
	59	All liquefied petroleum gas equipment including such equipment installed at utility gas plants shall be installed in accordance with the provisions of NFPA 59.			
	60	No grills or any obstruction shall be installed on window openings and/or fire exits.			
	61	Provide emergency lighting facilities with automatic transfer switch to AC/DC power source.		79	Rooms used for kindergarten, first or second grade pupils shall not be located above or below the floor of exit discharge. Rooms used for second grade pupils shall not be located more than one (1) storey above the floor of exit discharge.
	62	Air conditioning ducts must be provided with approved fire dampers.			
	63	Roof covering must be of non-combustible materials. Combustible roof covering must have fire retardant treatment.		80	Provide firefighters' elevator.
	64	Provide fire escape ladder/s.		81	All correction indicated on the original approved plan from this office on shall be followed.
	65	Provide fire escape stair/s.		82	Any changes in occupancy other than stated shall be in accordance with Rule 10.
	66	All unit partition wall shall be extended up to upper floor slab and/or one (1) meter above the roofline.		83	Subject to inspection during construction.
	67	Provide effective means of smoke ventilation such as access panels, movable windows.		84	Fire Safety Inspection Certificate must be secured before/prior to issuance of Certificate of Occupancy.
	68	Project activity shall not affect the effectivity of the existing fire protection facilities.		85	Subject to additional requirements upon recommendation of the Fire Safety Inspector during construction phase and final inspection.

ADDITIONAL REQUIREMENTS **(Subject to compliance with pertinent provisions of the Fire Code of the Philippines of 2008 and Philippine Standard)**

____ 1. Installation of Automatic Fire Suppression System
____ 2. Installation of Building Service Equipment
____ 3. Installation of Flammable and Combustible Liquids Storage Tanks
____ 4. Installation of Fire Detection and alarm system
____ 5. Installation of LPGAS System
____ 6. Dust Producing Machines
____ 7. Electrical Installation Clearance
____ 8. Fireworks Exhibition
____ 9. Fumigation & Thermal Fogging
____ 10. Hot Works Operation
____ 11. Storage for Flammable and Combustible Liquids
____ 12. Section 10.5.1.1; water & waste treatment plants

These sheets are part of the plans and shall remain attached thereto. Corrections as above indicated must be complied.

ACKNOWLEDGED BY:

_____
Signature over Printed Name of Owner/Representative

Plans Checked By:_____
Name of Plan Checker

Date & Time _____

Date Checked: _____

RECOMMEND ISSUANCE OF FSEC/NOTICE OF DISAPPROVAL:

SF03 RAUL DOCTOLERO
CHIEF, FIRE SAFETY ENFORCEMENT SECTION

Fire Code Fees:
Amount Paid : _____
O. R. Number : _____
Date Paid : _____

APPROVED / DISAPPROVED:

CINSP JESSIE S ANNASIW
CITY FIRE DIRECTOR

PAALALA: "MAHIGPIT NA IPINAGBABAWAL NG PAMUNUAN NG BUREAU OF FIRE PROTECTION SA MGA KAWANI NITO ANG MAGBENTA O MAGREKOMENDA NG ANUMANG BRAND NG FIRE EXTINGUISHER"

"FIRE SAFETY IS OUR MAIN CONCERN"

DISTRIBUTION:
Original **(Applicant/Owner's Copy)**
Duplicate **(BO or BPLO, as the case may be)**
Triplicate **(BFP Copy)**