

FIRE SAFETY AND EVACUATION PLANS

IFC/2000 Section 404.1 General. Fire safety and evacuation plans shall comply with the requirements of this section.

IFC/2000 Section 404.2 Where required: An approved fire safety and evacuation plan shall be prepared and maintained for the following occupancies and buildings.

1. Group A (Assembly), other than Group A occupancies used exclusively for purposes of religious worship that have an occupant load less than 2000.
2. Group E (Educational).
3. Group H (Hazardous groups).
4. Group I (Institutional).
5. Group R-1 (Residential, hotel/motel).
6. Group R-2 (Residential, apartments/boarding house/dormitory).
7. Group R-4 (Residential, some residential care/assisted living facilities).
8. High-rise buildings (buildings with occupied floors located more than 75 feet above the lowest level of fire department access).
9. Group M (Mercantile) buildings having an occupant load of 500 or more persons, or more than 100 persons above or below the lowest level of exit discharge.
10. Underground buildings.
11. Buildings with an atrium and having an occupancy in Group A, E or M.

IFC/2000 Section 404.3 Contents. Fire safety and evacuation plan contents shall be in accordance with Sections **404.3.1** and **404.3.2**.

IFC/2000 Section 404.3.1 Fire evacuation plans: Fire evacuation plans shall include the following:

1. Emergency egress or escape routes and whether evacuation of the building is to be complete or, where approved, by selected floors or areas only.
2. Procedures for employees who must remain to operate critical equipment before evacuating.
3. Procedures for accounting for employees and occupants after evacuation has been completed.
4. Identification and assignment of personnel responsible for rescue or emergency medical aid.
5. The preferred and any alternative means of notifying occupants of a fire or emergency.
6. The preferred and any alternative means or reporting fires and other emergencies to the fire department or designated emergency response organization.
7. Identification and assignment of personnel who can be contacted for further information or explanation of duties under the plan.
8. A description of the emergency voice/alarm communication system alert tone and preprogrammed voice message, where provided.

IFC/2000 Section 404.3.2 Fire safety plans. Fire safety plans shall include the following:

1. The procedure for reporting a fire or other emergency.
2. The life safety strategy and procedures for notifying relocating, or evacuating occupants.
3. Site plans indicating the following:
 - 3.1. The occupancy assembly point.
 - 3.2. The location of fire hydrants.
 - 3.3. The normal routes of fire department vehicle access.

4. Floor plans identifying the locations of the following:
 - 4.1. Exits.
 - 4.2. Primary evacuation routes.
 - 4.3. Secondary evacuation routes.
 - 4.4. Accessible egress routes.
 - 4.5. Areas of refuge.
 - 4.6. Manual fire alarm boxes.
 - 4.7. Portable fire extinguishers.
 - 4.8. Occupant-use hose stations.
 - 4.9. Fire alarm annunciators and controls.
5. A list of major fire hazards associated with the normal use and occupancy of the premises, including maintenance and housekeeping procedures.
6. Identification and assignment of personnel responsible for maintenance of systems and equipment installed to prevent or control fires.
7. Identification and assignment of personnel responsible for maintenance, housekeeping and controlling fuel hazard sources.

IFC/2000 Section 404.4 Maintenance. Fire safety and evacuation plans shall be reviewed or updated annually or as necessitated by changes in staff assignments, occupancy, or the physical arrangement of the building.

IFC/2000 Section 404.5 Availability. Fire safety and evacuation plans shall be available in the workplace for reference and review by employees, and copies shall be furnished to the code official for review upon request.