

### **3. Emergency Procedures**

#### **Requirements**

Part XVII of the *Canada Occupational Safety and Health Regulations*, (issued under the *Canada Labour Code*) states the requirement for organizing a Building Fire Emergency Organization (B.F.E.O.) in all Government of Canada occupied buildings. The Organization is operational during normal working hours. Each floor is served by volunteer employees who, in addition to their regular duties, conduct checks for safety or fire hazards.

#### **Responsibilities**

ISSG is responsible for developing and implementing all procedures, orders and instructions relating to fires and other emergencies affecting the safety of personnel. In addition, it ensures the training of all employees and supervises the evacuation procedures during any emergencies.

#### **Training**

B.F.E.O. members are trained in the following:

- First Aid
- Fire/Emergency Procedures
- Use of Fire Extinguishers
- Emergency Threat Procedures
- Evacuation Procedures

#### **Building emergency procedures**

Emergency procedures have been developed for the Lester B. Pearson Building and are available in all Divisions. These procedures have been approved by the Director Security Division and the Chairpersons of the Pearson Building Occupational Safety and Health Committee.

These procedures are designed to provide a prompt and effective response to a wide variety of possible operational emergency events in the Lester B. Pearson Building. These can include a fire alert, a medical or security emergency, or a significant building equipment failure, which will require a response from building emergency services or municipal emergency services.