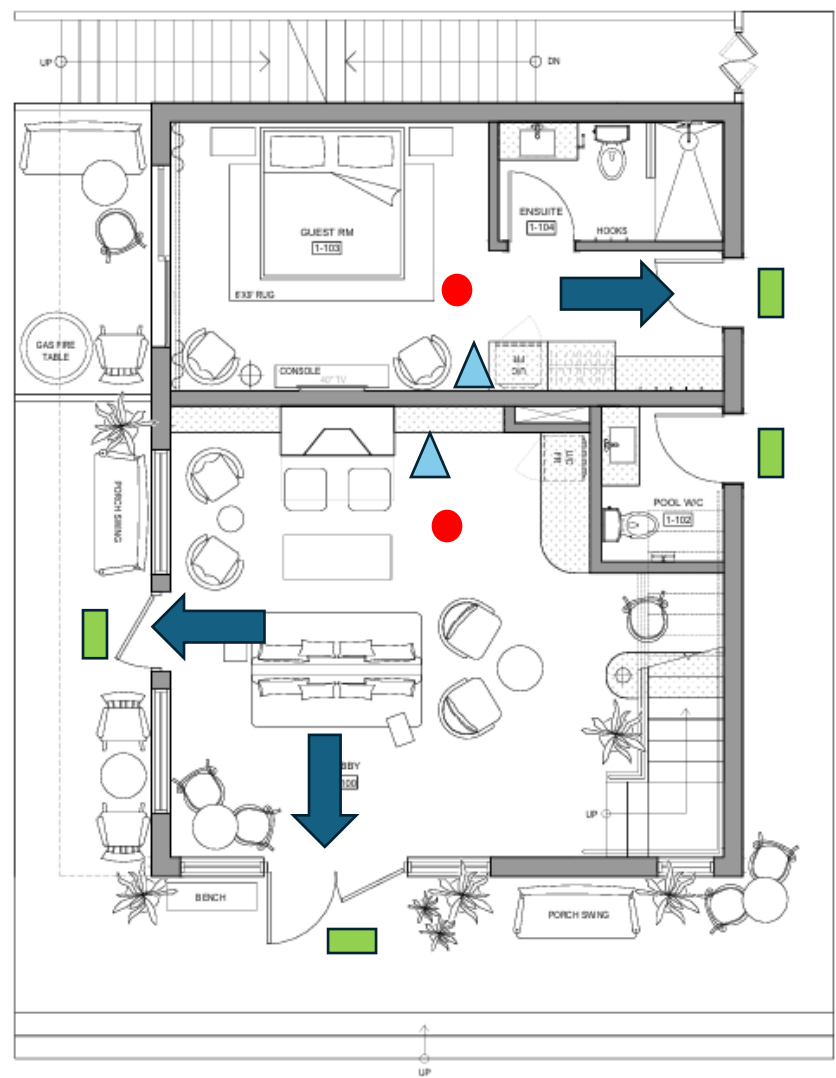
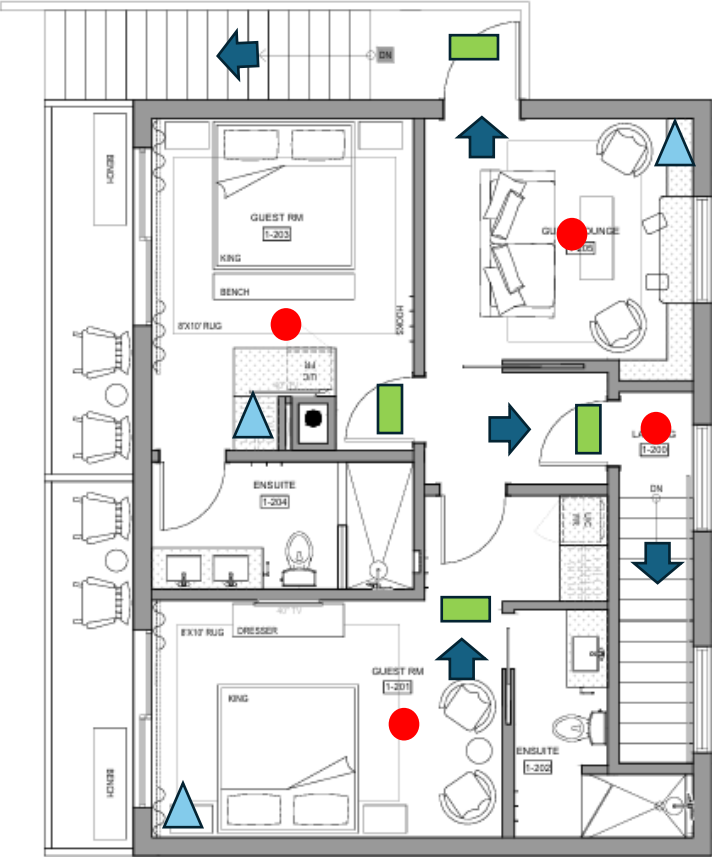


53 Bruce St – Building No. 1 Floor Plan with Legend  
First Floor



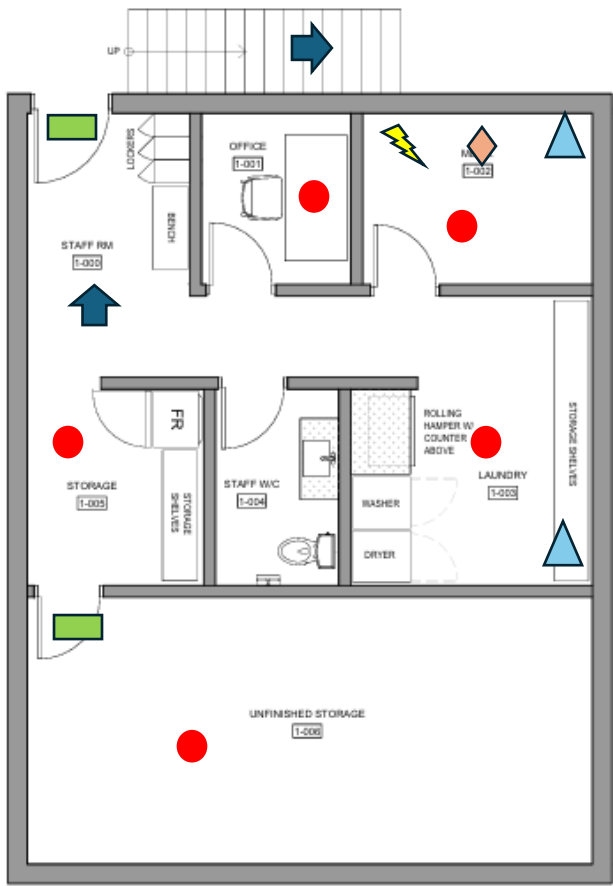
- Smoke/Carbon Monoxide Alarm
- Exit Sign (Back-Up Battery Pack Powered)
- ▲ Fire Extinguisher
- ➡ Egress

53 Bruce St – Building No. 1 Floor Plan with Legend  
Second Floor



- Smoke/Carbon Monoxide Alarm
- Exit Sign (Back-Up Battery Pack Powered)
- ▲ Fire Extinguisher
- ➡ Egress

53 Bruce St – Building No. 1 Floor Plan with Legend  
Basement



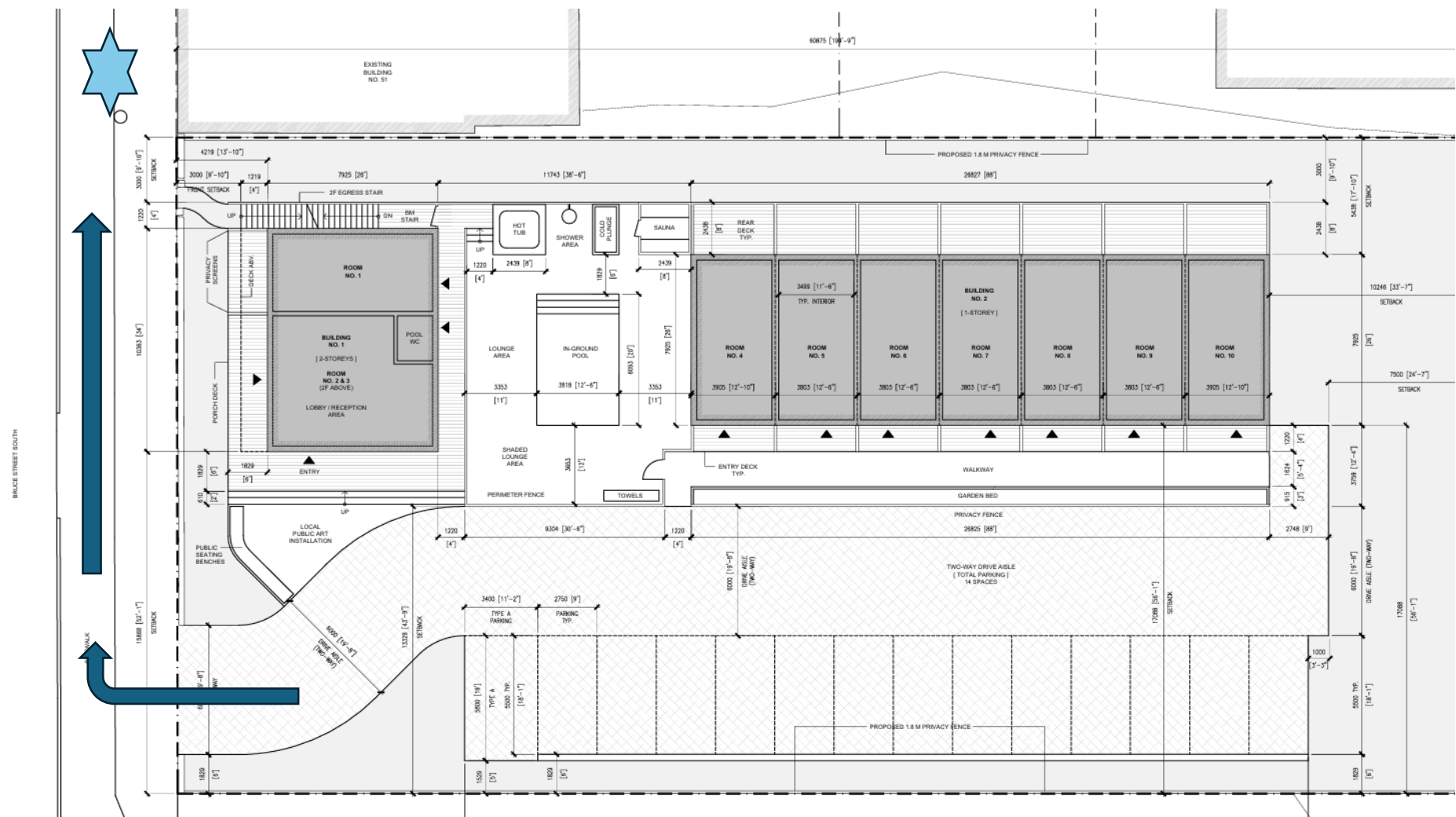
- Smoke/Carbon Monoxide Alarm
- Exit Sign (Back-Up Battery Pack Powered)
- ▲ Fire Extinguisher
- ➡ Egress
- ◆ Main Gas Shut-Off
- ⚡ Main Eletrical Shut-Off

53 Bruce St – Building No. 2 Floor Plan with Legend  
Basement



- Smoke/Carbon Monoxide Alarm
- Exit Sign (Back-Up Battery Pack Powered)
- ▲ Fire Extinguisher
- ➡ Egress

53 Bruce St. South Site Plan – Muster Point



Motel Guest Muster Point – In front of 51/49 Bruce St

**A comprehensive fire safety plan will be developed once the interior design of the buildings is finalized. This document will be kept on-site at all times and will be accessible to management and all staff. It will be reviewed and updated annually to ensure its effectiveness and relevance.**

# Fire Safety Plan for Leeward House: Location: 53 Bruce St South, Thornbury

## Emergency Procedures for Supervisory Staff

### **Upon Discovery of Fire:**

- Alert: Loudly yell "FIRE! FIRE! FIRE!" to alert everyone in the vicinity.
- Evacuate: Leave the fire area immediately, ensuring to close doors behind you to contain the fire.
- Alert Guests: If it is safe to do so, knock on doors in the immediate area to alert nearby occupants.
- Contact Emergency Services: Call 911 from a safe location to report the fire.
- Exit: Proceed to exit the building using the nearest and safest exit route.
- Muster Point: Assemble at the designated muster area and await the fire department's arrival.
- Brief Fire Department: Once the fire department arrives, provide a concise briefing of the situation and inform them about any occupants requiring special assistance.
- 

### **Upon Hearing a Smoke Alarm:**

- Evacuate: All occupants should immediately leave the building.
- Notify Fire Services: Call 911 to notify The Blue Mountains Fire Services of the emergency.
- Supervise Evacuation: If safe, oversee the evacuation process, especially assisting those who may need extra help.
- Inform Fire Department: Upon arrival, inform the fire officer of the current conditions within the building.
- Provide Access: Make sure master keys and a copy of the fire safety plan are available for the fire department. Also, have a list of motel guests/occupants requiring special assistance ready to share.

### **Important Notes**

- Always prioritize personal safety when attempting to alert others or evacuate.
- Familiarize yourself with all emergency exits and the location of the muster area so you can properly and effectively divert motel guests.
- Ensure all emergency procedures are regularly reviewed and practiced with all occupants.

This plan is devised to ensure the safety and well-being of all individuals at Leeward House. Compliance with these procedures is essential.

# Fire Safety Plan for Leeward House: Location: 53 Bruce St South, Thornbury

## Emergency Procedures for Occupants

(Plaque located in each guest room and common space areas of Leeward House)

### In Case of Fire

#### Upon Discovery of Fire:

- Evacuate: Immediately leave the fire area, making sure to close doors behind you to help contain the fire.
- Sound the Alarm: If applicable, activate the nearest fire alarm. If not, loudly yell "FIRE! FIRE! FIRE!" to alert others.
  - Contact Emergency Services: Dial 911 to report the fire to The Blue Mountains Fire Services.
- Exit the Building: Proceed to the nearest and safest exit and proceed to the muster station located in front of 49/51 Bruce St South
  - DO NOT enter your vehicle or parking lot – allow access for fire crews

### Caution:

If You Encounter Smoke: Use an alternate exit to avoid smoke inhalation.

- Remain Calm: Stay calm throughout the evacuation process to ensure a safe and orderly exit for yourself and others.

### Important Reminders:

- Familiarize yourself with all exit routes upon arrival.
- Do not re-enter the building until it has been declared safe by the fire department.
  - Always prioritize your safety and the safety of those around you.
- By following these procedures, you contribute to the safety and security of everyone at Leeward House.