



Facility Fire Protection Plan

1. Purpose

To establish fire prevention, detection, and response protocols to minimize the risk of fire, ensure safety of employees, visitors, and property, and comply with applicable fire safety regulations.

2. Scope

This plan applies to all EvaStore Ltd facilities including warehouses, offices, storage areas, and external premises.

3. Responsibilities

- General Manager: Overall responsibility for fire safety compliance and plan implementation.
- Fire Safety Supervisor: Conduct fire safety training, inspections, and drills.
- Employees: Follow fire safety procedures, report hazards, and participate in drills.
- Contractors: Ensure all fire protection equipment is maintained and operational.
- Fire Warden(s): Coordinate evacuation and assist occupants during emergencies.

4. Fire Prevention Measures

- Proper storage of flammable materials and chemicals.
- Regular housekeeping to prevent accumulation of combustible waste.
- Maintain clear access to fire exits and firefighting equipment.
- Prohibit smoking in non-designated areas.
- Electrical safety checks to avoid overloaded circuits and faulty wiring.

5. Fire Detection and Alarm Systems

- Install and maintain smoke detectors, heat detectors, and manual call points.
- Ensure alarm systems are regularly tested and maintained.
- Link alarm system to a monitored central control where possible.

6. Firefighting Equipment

- Adequate provision of fire extinguishers (appropriate types) at accessible locations.
- Regular inspection and maintenance of extinguishers and sprinkler systems.
- Fire blankets and hose reels where applicable.

7. Emergency Evacuation Procedures

- Clearly marked fire exits and evacuation routes.
- Regular fire drills conducted at least twice a year.
- Designated assembly points outside the building.
- Evacuation plans displayed prominently across the facility.
- Procedures for assisting persons with disabilities.

8. Training and Awareness

- Initial fire safety induction for new employees.
- Annual refresher training for all staff on fire prevention, detection, and evacuation.
- Fire warden training for selected personnel.

9. Record Keeping and Review

- Maintain logs of inspections, maintenance, drills, and training.
- Review and update this plan annually or after any fire incident.
- Conduct periodic audits to ensure compliance.