

# Fire Safety and Evacuation Plans

## Virginia Beach Fire Dept. Fire Prevention Bureau

The Fire Prevention Bureau is tasked with inspecting new and existing buildings within the City of Virginia Beach. The main focus when performing inspections is life safety and subsequently building/property safety. The objective of fire inspections are to identify and correct fire code violations about fire and life safety.

## General Plan Criteria

This flyer will outline the requirements set forth in the Virginia Statewide Fire Prevention Code in regards to Emergency plans and Evacuation Plans. If there are any questions please contact our office.

Fire Prevention Bureau  
2408 Courthouse Dr.

Building #21,

Virginia Beach, VA, 23456

Phone: 385-4228 Fax: 385-5676

[www.vbgov.com/fire-prevention](http://www.vbgov.com/fire-prevention)

This is required for Groups: A, B (occupant load of 500 or more, or 100 above or below the lowest level exit), E, F, H I, R1, R2 (college and university bldgs.), R4, High Rises, M (occupant load of 500 or more, or 100 above or below the lowest level exit), Covered Malls exceeding 50,000sqft, underground buildings, occupancies with an atrium and are considered an A, E, or M, and finally any State Regulated Care Facility (SRCF) occupancies. This plan shall be available on site for Fire Department use upon request. The following criteria shall be included in the plan:

1. The procedure for reporting a fire or other emergencies.
2. The life safety strategy and procedures for notifying, relocating or evacuating occupants, including occupants who need assistance.
3. Site plans depicting hydrants, assembly points, and Fire Department vehicle access.
4. Floor plans identifying the locations of:
  - Exits
  - Primary and secondary evacuation routes
  - Accessible egress routes
  - Areas of refuge
  - Exterior areas for assisted rescue
  - Manual pull stations
  - Portable extinguishers
  - Fire alarm annunciators and controls
5. A list of major fire hazards (if any) associated with the normal use and occupancy of the facility, such as pool maintenance, or procedures that may create a fire hazard or life safety issue.
6. Identifications and assignment of personnel responsible for maintenance of systems and equipment installed to prevent or control fires. This includes the names and contact information for all critical employees and their duties during an emergency.
9. Procedures for accounting of employees and occupants after an evacuation has been completed.
10. Alternate means of notifying occupants of a fire or emergency.
11. Alternate means of reporting fire and other emergencies to the fire department or other responding agencies.

Any other pertinent information is welcomed to be included

All required information shall be updated as needed

