

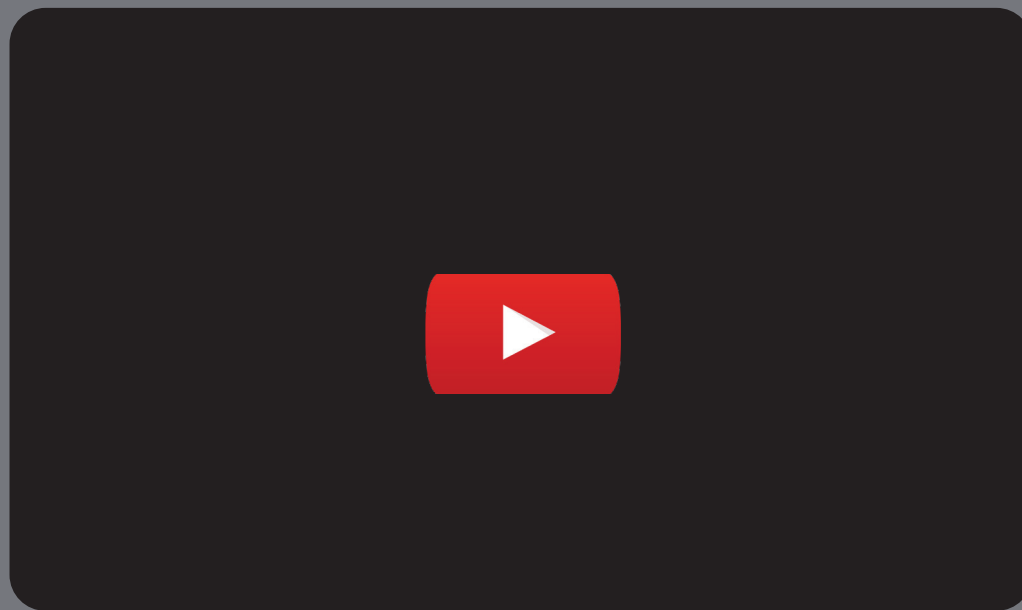


Due Diligence Webinar Series

Elevators & Escalators, Fire & Sprinkler

Tuesday, January 18, 2022

Ensuring tenant safety is a fundamental responsibility of building managers governed by a number of regulatory requirements and best practices. Staying on top of inspections, testing and reports requires planning, systems and execution. BOMA Toronto invited industry experts to share and address best practices for smoke management system and elevator due diligence.



Watch the webinar here

Operational best practices overview:

- No 'one size fits all'; warrants participation from several groups including technical or subject matter expertise, Risk Management and Legal Counsel
- Create Budgets, specification and scope of work for your portfolio and individual properties (SOP)
- Follow Up and follow through to ensure compliance

Top takeaways:

Fire Code:

The Building Code contains requirements governing the type and extent of smoke management system (SMS) for the design of new buildings, or the renovations of existing buildings and including the Building Code includes requirements for testing protocols, to ensure the proper integration of SMS and related fire protection/life safety systems for new builds, or renovations. The Fire Code contains requirements for the inspection, testing and maintenance of existing SMS within buildings, and requires the Owner ensure the SMS is "fully operational" at all times.

- **Stay informed & Get to Know Your SMS.** Ensuring the proper operation of SMS is the Owner's responsibility. Whether dealing with existing buildings or recent acquisitions, an Owner must understand how their SMS was originally designed to operate, as well as the impact of subsequent changes over time (e.g., significant renovations, expansions) to the building, mechanical systems, etc.
- **Go Beyond the Paperwork.** Inspection documentation should be accurate, with the right level of detail. SMS are inherently complex and it's not enough to perform due diligence efforts; documented evidence is critical. SMS interact with, and depend upon, several interconnected systems, such as a building's fire alarm system and HVAC equipment. Fire alarm inspection reports treat SMS as 'auxiliary equipment' requiring only a single checkbox to be completed. This is not enough. It does not provide confirmation of the function and operational status of all SMS components (controls, switches, dampers, fans, air-handling units, etc.).
- **Engage professional help, ask questions, and stay in a learning mindset.** An Owner that engages in a comprehensive program with a multi-disciplinary team of internal and external professionals will be better positioned to understand their current SMS and its operational status. This will mitigate risk for the Owner and even more importantly, help to ensure the safety of building occupants.

Elevator Service Maintenance:

- Starting July 2022 TSSA requires residential and long term care facilities to report all elevator service outages longer than 48 hours.
- **New TSSA "Code Adoption Document" Q1, 2022.** Obligations under the law include:
 - Maintain a current elevator maintenance contract
 - Comply With legislation [TSSA]
 - Address TSSA inspection reports
 - Consider best practices when building policy and procedure (check TSSA.org)
- **Maintenance Control Program is the minimum standards for VT device maintenance;** documents special procedures for unique device types, and; aka 'maintenance logbook' (legal document). FYI: Owners are required to retain these documents (past 5 years) and have them available for review on site.

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Aaron Therrien, Director, Membership
and Strategic Partnerships
atherrien@bomatoronto.org



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