

FUEL DISPENSING OCCUPANCIES

OWNER / OCCUPANT INSPECTION INFORMATION



The Manitoba Fire Code requires building owners or occupants to comply with the requirements on this checklist.

These requirements are not a complete list; there may be additional requirements for your occupancy.

FUEL DISPENSING USES INCLUDE:

- Gas stations
- Commercial fuel stations



Winnipeg Fire Department

Fire Prevention Branch
2nd Floor - 185 King St.
Winnipeg, MB, R3B 1J1
Call 311

[Email](#)

Checklist: Common Fire Safety Requirements

- Address:** Must be visible from road and lane, free from foliage, trees, etc.
- Containers:** All packaged flammable & combustible liquid products shall be in closed approved containers distinctly marked with the name of the liquid they contain.
- Dispensing pumps:** Must be protected against collision damage by a concrete island or posts or guardrails.
- Dispensing hoses:** Must be a maximum extended length of 4.5 m unless a retracting mechanism is used a maximum length of 6 m is permitted.
- Fire Department Access:** Fire lanes are NOT obstructed by vehicles. Exterior fire department connections are readily visible and unobstructed.
- Fire hydrants:** Must be accessible, free of damage and serviced within the specified date. Private hydrants require annual servicing label with records kept on site.
- Fire Safety Plan:** Comprehensive fire safety plan including all storage of hazardous or dangerous goods must be kept on site for Fire Department review.
- Fuel dispensing procedures:** Vehicles cannot be running; precautions must be taken to prevent overflow or spillage; if spillage occurs immediately apply an absorbent material to soak up spillage. No dispensing in proximity to open ignition sources; not dispense into containers that are in a vehicle.
- Hose valves:** Must be automatic closing and can be kept open by continuous manual pressure or a hold-open device that will automatically shut off when the tank is filled or the nozzle is dropped or falls.
- Instructions posted:** Signs posted with instructions and any prohibited activities for dispensing of fuel.
- 'No smoking' signs:** Smoking prohibited and signs must be posted in hazardous areas.
- Portable Fire Extinguishers must:**
 - At least 2 extinguishers located at the pump dispensing station.
 - Be mounted in a visible location, accessible, and serviced and tagged at least once every 12 months by a certified technician.
 - Be full and functioning (no damage, corrosion, leaks malfunctioning parts or clogged nozzles).
 - Have a minimum rating of 40-B:C
- Shut-off Devices:** A shut off device to all dispensers and pumps is required at a remote location on the site and shielded from any fire that might occur. Device must be identified and accessible to attendants and emergency responders.
- Spill control:** Area must be designed to handle accidental spillage and control a spill of not less than 1000L.
- Supervision:** At least one attendant is required when the station is open unless it does not serve the general public. Attendants must have a clear view of all dispensing pumps.
- Self-service stations:** Instruction for operation of dispensers shall be posted; attendant must have an unobstructed view of all units at the same time and control console must be within 25 m. A 2-way communication system must be provided.
- Training of personnel:** Personnel involved in dispensing shall be trained in accordance with MB Fire Code.
- Other requirements may apply as part of the MB Fire Code.** Contact us for more details.