







Deliverable	Scheduled Completion Date	Status	Status Indicator 	If Status is Yellow or Red, Reason and Remedial Action
Internal and external communication plan	October 9, 2017	Communications plan completed.		
Consultation with impacted stakeholders/partners such as Toronto Fire Services, bargaining units and tenants	October 31, 2017 and ongoing	Consultations have begun and will continue as appropriate.		
Training for all applicable Asset Management and Community Safety Unit staff on Ontario <i>Fire Code</i> /Building Fire Safety Plan requirements	November 30, 2017	Training commenced in 2016, with more sessions started on October 11, 2017. Identified need to train 110 additional staff.		Training the additional 110 staff might require an extension of the completion date.
Development of tenant fire safety awareness program, including on-going tenant engagement strategy	December 1, 2017	Not started.		
2018 (annual) review of fire safety plan template and building specific plans	January 31, 2018	Annual review to commence December 2017.		
Review of building stock and risk assessment	January 31, 2018	Preliminary building stock compiled.		
Bi-annual risk-based fire safety inspection program initiated according to results of the risk assessment	February 1, 2018	Not started.		

Green = On track

Yellow = Risk of not meeting plan, requiring closer monitoring and/or remedial measures.

Red = Not on track with significant risk of not meeting plan, requiring remedial measures.

Shaded items are complete and will be dropped for future updates.


Deliverable	Scheduled Completion Date	Status	Status Indicator 	If Status is Yellow or Red, Reason and Remedial Action
Annual staff training program established	March 1, 2018	Not started.		
Compliance strategy with respect to Toronto Fire Services notices of violation	March 31, 2018	Not started.		
Fire safety database (building stock inventory, fire loss statistical analysis and reporting)	April 30, 2018	Not started.		
All program-related standard operating procedures reviewed/ revised as necessary, in place and training delivered to impacted staff	June 18, 2018	Not started.		
Performance measures and benchmarks developed, and Annual internal audit program initiated	December 31, 2017 June 30, 2018	Not started.		
All components of annual tenant fire safety program developed based on priority & seasonal themes	June 1, 2018	Not started.		
2018 (annual) audit program completed	September 31, 2018	Not started.		

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Deliverable	Scheduled Completion Date	Status	Status Indicator 	If Status is Yellow or Red, Reason and Remedial Action
Address any findings of the annual audit, including updating fire safety program as appropriate	November 30, 2018	Not started.		
Formal establishment of new integrated Fire Safety Unit and associated accountability framework	December 1, 2018	Not started.		
Inaugural annual fire safety program report to Board of Directors according to performance measures and benchmarks, and results of audit program.	January 2019	Not started.		

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