

Appendix “C”

Office of the Fire Marshal (OFM)

Monthly Progress Report

Activities for May 1 to May 31, 2011

- Associate Deputy Minister Jeff Conrad to oversee implementation of all 25 recommendations by Auditor General.
- Action plan developed to implement all recommendations.
- Statement of Work issued and vendor selected to begin developing a management information system for the OFM.
- Engaged Internal Audit Centre to select and oversee an external organization to provide independent advice on addressing auditor general’s report.
- Documentation gathered to develop an inventory of all buildings that require fire inspections by OFM.
- Priority inspections planned for hospitals and schools.

Anticipated activities for June 1 to June 30, 2011

- Continue priority inspections for hospitals and schools.
- Ambir Consulting of Halifax to begin assessment of planned management information system.
- External consultant to begin providing advice on best practices and addressing auditor general’s report.
- New Deputy Fire Marshal to begin working in the Valley region.
- Begin meetings with other provincial government departments and key stakeholders to discuss fire inspection responsibilities.