

<b>TITLE</b> OPERATIONS MANUAL	<b>STANDARD</b> INSTRUCTION 04		<b>DEPARTMENT</b> FIRE – RESCUE
<b>SUBJECT</b> FIRE COMPANY INSPECTION PROGRAM	<b>SECTION</b> 01	<b>PAGE</b> 1 of 1	<b>EFFECTIVE DATE</b> April 17, 2023

I. **PURPOSE**

To provide direction regarding the Fire Company Inspection Program (FCIP).

II. **SCOPE**

This policy shall apply to all sworn San Diego Fire-Rescue Department (SDFD) personnel, excluding lifeguards.

III. **AUTHORITY**

The Fire Chief authorizes the information within this policy.

IV. **AREAS OF RESPONSIBILITY**

A. A deputy fire marshal within the Community Risk Reduction Division (CRRD) shall initially inspect, bring into code conformance, and transfer the inspection occupancies to the FCIP. In addition, the deputy fire marshal designated as the battalion advisor shall provide technical direction and information when requested.

B. Battalion advisors will assign the FCIP inspections to the fire companies according to their workloads. Fire captains shall be responsible for completing those inspections within the assigned time. The deputy chiefs assigned to Emergency Operations and their battalion chiefs will review monthly reports to ensure inspections are not more than 30 days overdue.

V. **PROCEDURES**

Procedures for the inspection of each occupancy, associated fire protection systems, processing of complaints and violations and other background information is in the Fire Company Inspection Program Inspector Reference Guide and directives issued in reference to FCIP. Additional inspection techniques may be derived from the International Fire Service Training Association (IFSTA) Manual titled "Fire Inspection and Code Enforcement.