

MARIN COUNTY SHERIFF'S DEPARTMENT
CUSTODY DIVISION POLICY AND PROCEDURE MANUAL

CHAPTER 9 - EMERGENCIES
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FIRE LIFE SAFETY AND PREVENTION

POLICY

To ensure the facility's compliance with municipal, county, state, and federal fire regulations, and to ensure the safety of staff, inmates, and visitors, a designated Deputy will conduct regular fire life safety equipment inspections and maintenance. All staff will be trained in recognizing potential fire hazards within the facility and will be trained in the use of all fire life safety equipment.

DEFINITIONS:

S.C.B.A. - Self Contain Breathing Apparatus - Air Pack

E.B.A. - Escape Breathing Apparatus

AIR PACK STATIONS - Areas where the S.C.B.A.s are stored for use in fire situations.

FIRE HOSE CABINETS - Areas throughout the facility where 1 1/2 inch fire hoses are located.

STAND PIPES - Areas throughout the facility where the fire department can attach additional fire hoses.

SMOKE DAMPERS - Vents throughout the facility which can be closed to prevent smoke entering unaffected areas.

PROCEDURE

Monthly fire life safety inspections shall be conducted by a designated Deputy. On the first of each month, the Bkg. Sergeant will prepare a schedule of fire safety inspections, and will assign staff as required. A copy of the schedule will be forwarded to the Ops. Lieutenant. Utilizing a Fire Safety Inspection Report, the designated staff member will inspect all areas of the facility.

When a fire extinguisher or SCBA is used, it shall be taken out of service and replaced by a fully charged unit. A designated Deputy will be responsible for coordinating the recharging of expended SCBA and EBA air bottles and fire extinguishers. All spare fire life safety equipment shall be stored in the first floor equipment room designated for that purpose. All staff assigned to the facility have the responsibility of immediately reporting any malfunctions involving fire life safety equipment to their supervisor.

Any deficiencies noted with any of the fire life safety equipment will be documented on the Fire Safety Inspection Report, with recommended action for correction(s). The Bkg. Sergeant will sign the report and forward the report to the Ops. Lieutenant. A file will be maintained for the monthly Fire Safety Inspection Reports and any reports

submitted by the San Rafael Fire Department. The reports will be retained in the file for a minimum of two years.

The Central Control dispatcher, Hsg. Sergeant, Bkg. Sergeant, and the Ops. Lieutenant shall be notified in advance of any testing of fire alarm systems. When inspecting the kitchen, the Food Services Manager shall be present and participate in the inspection. The monthly fire life equipment inspection is independent of any inspection conducted by the San Rafael Fire Department or the State Fire Marshall.

The San Rafael Fire Department will provide fire protection for the facility. SRFD will test fire equipment systems and will inspect the facility annually for compliance with appropriate regulations.

All sworn staff will receive training in fire life safety. The course shall include training in the use of all fire life safety equipment, fire safety inspection, and emergency procedures. The FTO's shall be responsible for the training of new staff members in the use of fire life safety equipment, fire safety inspections, and emergency procedures.

RELATED STANDARDS

Penal Code Section 6030

Penal Code Section 6031.1(b)

Health and Safety Code Section 13146.1(a)

Health and Safety Code Section 13146.1(b)

Title 15, Article 3, Section 1032

DATE REVISED

None

By order of

DANIEL PAYNE

BUREAU COMMANDER