



Jason Catrambone, Fire Chief

PURPOSE:

To establish a guideline to comply with Florida Bureau of Fire Standards and Training (BFST) and Florida State Statute 69A-62.024 (5)(a) which requires all fire departments to perform quarterly fire station inspections to ensure the safety and health of all department personnel.

OBJECTIVE:

To provide fire station staff with a procedure to perform and documentation the inspection. Each inspection will be documented on a form created by the department's safety committee. Records of all quarterly inspections will be maintained by the ECFR Training/Safety Division.

SCOPE:

All Escambia County Fire Stations and Facilities

PROCEDURE

1. Fire Station Inspections will be performed during the following months.
 - a. January
 - b. April
 - c. July
 - d. October
2. Inspections can be performed by any officer assigned to the station.
3. Personnel will utilize the Fire Station Inspection form to complete the inspection.
4. Completed inspection forms are to be forwarded to the ECFR Training/Safety Division by the end of the month they were completed.
5. The ECFR Training/Safety Division will maintain the inspection records to comply with BFST rules.
6. Inspection forms are to be made available upon request to a representative of the BFST Safety Office.
7. Any discrepancies found that cannot be corrected by FD personnel such as but not limited to a loose hand railing on a stairwell, and entry/exit door that is inoperable, etc. shall be reported to the Division Chief of Logistics. Items that need immediate attention or correction shall be reported to the appropriate on-duty Battalion Chief.



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8. The October fire station safety inspection will be conducted with the assigned battalion chief and/or district chief. Periodic reviews of the fire station safety inspection will be done by the training & safety division as well as the Division Chief of Logistics.

9. The schedule for the inspections will work as follows. Companies on a 45-hour work week will share responsibility with volunteer personnel assigned to the station. Company Officers will coordinate with the District Chief to ensure a schedule is established.
 - a. January (Assigned company on "A" watch)
 - b. April (Assigned company on "B" watch)
 - c. July (Assigned company on "C" watch)
 - d. October (Career stations will rotate based on the battalion chief watches annually, for example; 2022 "A" watch, 2023 "B" watch, etc. Combination stations will have the battalion chief as designated above and the district chief. Volunteer stations will have the district chief in attendance)