

UC SANTA BARBARA FIRE PROTECTION GUIDELINES

FIRE SAFETY PROGRAM

I. PURPOSE

The UC Santa Barbara Fire Protection Program is essential to protecting the campus community from injuries, deaths, business interruptions and property damage resulting from fires and related perils. The Fire Protection Program is intended to ensure reasonable and consistent protection for persons and property in, on, and exposed to UCSB-administered properties in conformance with California statutes, regulations and University policies.

II. SCOPE

This program is applicable to all University faculty, staff, students, visitors, and contractors that become aware of the potential fire hazard as defined in the California Code of Regulations Title 19 and 24 along with the National Fire Protection Association.

III. POLICY

Any hazardous or emergency situation that threatens life, property, or the environment shall be reported to UC Santa Barbara Police Department. The Police Department shall notify the Santa Barbara County Fire Department of all fire related emergencies and incidents.

The UC Santa Barbara Fire Protection Division (FPD) located within Environmental Health and Safety Department (EH&S) also has the responsibility and authority to ensure that UCSB complies with California statutes and fire and life safety regulations of the California State Fire Marshal as adopted, or referenced, in Title 19 and Title 24 (Parts 2,3,4,5 and 9) of the California Code of Regulations. When these regulations do not specifically cover a matter, fire prevention decisions are guided by the UCSB Campus Design Guide or by nationally recognized fire protection practices or standards such as

those promulgated by the National Fire Protection Association, other nationally recognized organizations/agencies, as well as commonly accepted business practices.

A. Authority of the Incident Commander

For the safety of UCSB personnel and to allow the Fire Department or other emergency responders to work effectively unhindered, the Incident Commander of an emergency or potential emergency threat to life, property, or the environment shall have the authority to control access to, or to cause either complete or partial evacuation from, the involved building or complex.

B. Investigation

The Fire Protection Division, in cooperation with the Fire Department and Police Department, and as required, the California State Fire Marshal, shall investigate all cases of deliberate transmission of a false fire alarm, tampering with or damage to fire protection equipment, damage or attempted damage of property by fire, suspicion that arson or attempted arson has been committed, injury or death as a result of a fire, and any similar malicious acts covered by provisions of the California Penal Code. The Fire Protection Division will be responsible for determining origin and cause of any fire or explosion, and the Police Department will be responsible for investigating any criminal aspect of a fire or explosion and take the lead in evidence collection and maintaining the chain of custody.

C. Fire Prevention

As delegated by the Campus Administrative Vice Chancellor, the Campus Fire Marshal, who also serves as the Lead Designated Campus Fire Marshal (DCFM), per Office of the President (OP) and State Fire Marshal (SFM) Memorandum of Understanding (MOU), shall have the responsibility and authority to manage the UC Santa Barbara Fire Prevention program. This includes the interpretation and

application of the protection codes and regulations and authorization to enforce applicable fire and life safety codes, laws and regulations on campus, and UCSB administered facilities.

Two main elements of the fire prevention program include plan review and construction inspections (Title 24), and maintenance inspections and testing (Title 19) as described below.

1. Plan review and approval, construction inspections, and fire clearance:
 - a. Plans and specifications for new buildings, placement of modular or portable buildings, and alterations to any room, area, or building that impacts or has the potential to impact fire and life safety, must first be reviewed and approved by the Fire Protection Division, prior to beginning construction or demolition, to ensure compliance with fire and life safety regulations and in accordance with OP/SFM MOU criteria.
 - b. All changes in use or occupancy shall be coordinated through the Fire Protection Division to ensure compliance with fire and life safety regulations.
 - c. During the construction phase, the Fire Protection Division shall conduct periodic inspections and test fire protection systems to ensure conformance with approved plans and specifications.
 - d. Either Physical Facilities Operations & Maintenance or Design & Construction Services personnel, or any department/person facilitating the project, will obtain required Fire Protection Division approvals and coordinate construction inspections and testing (in accordance with the Fire Protection Division Inspection Sign-Off Checklist) during the planning and construction stages of all UCSB facilities.
 - e. Prior to a building or space being occupied or reoccupied, the Physical Facilities Operations & Maintenance or Design &

Construction Services personnel will first obtain a fire clearance from the Fire Protection Division.

- f. Conflicts involving code interpretations or applications will be resolved beginning with the Project Manager and Assistant Fire Marshal. Unresolved issues will be referred to the Campus Fire Marshal and Campus Architect or O&M Director for resolution. The Fire Marshal will be the final fire and life safety code authority for any unresolved issues. However, either the Campus Architect Official or State Fire Marshal Regional Division Chief may direct changes in the Fire Protection Division policy, practice, or decisions found inconsistent with University policies or State regulations.
2. Fire Prevention inspection, testing, and consultation:
 - a. The Fire Protection Division provides fire prevention services to ensure that all facilities, programs, and events are managed in compliance with applicable fire and life safety awareness, and that potential fire and life safety liabilities are brought to the attention of those who are responsible (department heads, department safety representatives, facility managers, etc.) for abatement actions
 - b. Campus departments shall consult the Fire Protection Division on best practices and methods concerning, but not limited to, storage within an exit corridor system or stairway, storage of compressed gas, flammable liquid, and hazardous materials; agricultural burning; fire extinguisher placement and servicing; conditions requiring a hazardous conditions permit; electrical safety, room occupant capacity; or other conditions that may pose a fire and life safety threat to persons, property, or the environment. On issues with overlapping responsibility, the Fire Department will consult with other campus units.
 - c. The Fire Protection Division shall coordinate re-occupancy of campus facilities following a fire-related emergency.

IV. PROCEDURES AND RESPONSIBILITIES

- A. Department heads, administrators, facility managers, and other persons responsible for UCSB facilities and processes:
1. Shall consult with the Fire Protection Division regarding instructions or suggestions for precautionary measures concerning projects having inherent fire or explosion potential.
 2. Shall provide information to outside contractors working on campus of fire safety policies, including permit requirements.
 3. Shall establish realistic plans and timetables for the correction of hazardous or illegal conditions, as identified by the Fire Protection Division.
 4. Shall immediately notify the Police Department per II A above.
 5. Shall ensure all plans and specifications for new construction and building alterations are sent to the Fire Protection Division for review and approval prior to construction commencing.
- B. The Fire Protection Division:
1. Shall upon request respond to incidents involving fire, explosion, and hazardous materials.
 2. Shall investigate all cases of deliberate transmission of a false fire alarm, tampering with or damage to fire protection equipment, damage or attempted damage of property by fire, suspicion that arson or attempted arson has been committed, injury or death as a result of a fire, and any similar malicious acts covered by provisions of the California Penal Code.
 3. Shall inspect significant UCSB facilities and processes at least annually to assure conformance with State laws and University fire safety policy.
 4. Shall provide technical assistance to departments in support of the establishment of realistic plans and timetables for correcting identified hazardous or illegal conditions.
 5. Shall offer, upon request, training sessions in fire prevention and use of fire extinguishers by building occupants.

6. Shall review and approve plans and specifications for all new construction or alterations to existing UCSB facilities and shall conduct construction inspections.

V. FURTHER INFORMATION

- A. Detailed information on additional services and as specified above may be obtained from the Fire Protection Division.

VI. REFERENCES AND RELATED POLICY

- A. UCSB Policy and Procedure Manual:
 1. Campus Emergency Policy
- B. UC Fire Protection Division web page (<http://fire.ehs.ucsb.edu>)