



City of Sanger Fire Department

Community Risk Reduction Bureau

601 West Ave • Sanger, CA 93657 • Phone (559) 875-6568 • Fax (559) 875-6611

Dear Business Owner/Manager,

Welcome to your **Building Safety And Fire Education** self-inspection program (**BSAFE**)! The purpose of this program is to give the business owner/manager an opportunity to self-identify potential hazards within your business and correct them to keep your business and patrons safe. If you choose to take advantage of the BSAFE program, you will only have to pay an administrative fee of \$10.00. If you elect not to use the program, the Sanger Fire Department will gladly conduct the fire prevention inspection for you at our regular inspection fee rate of \$60.00.

The goal of this program is to partner with our business community to effectively ensure the safety of our businesses while containing cost and fostering a commerce friendly environment. We have found that if the business owner participates in the BSAFE program, they become aware of potential fire hazards and correct them throughout the year. Simply use the attached form, look to see if your business is in violation of any of the California Fire Code standards, and then remove that hazard. All of the California Fire Code standards are numbered 1-21.

The BSAFE program is a self-survey that is done every other year. If you have an **EVEN** numbered address, you may participate in the program on an **EVEN** year; if you have an **ODD** numbered address, you may participate in the program on an **ODD** year. For example, if your business address is 122 Main St., you may use the BSAFE survey in 2020. If your business address is 123 Main St., you may use the BSAFE survey in 2019. On the years where you don't use the BSAFE survey, the Fire Department will conduct a thorough fire inspection and educate the Business Owner/Manager on any potential fire code violations found.

Once you have completed the BSAFE survey, sign and date the form, and using the enclosed self-addressed envelope, mail it back to our office within 30 days from the date of notice. The Fire Department will bring a copy of the form on their scheduled inspection year, and show you what they are looking for to help you recognize and remove any potential hazards. You are also welcome to call the Community Risk Reduction office directly if you have any questions at (559) 876-6389.

Thank you for partnering with your Sanger Fire Department to make your business safe!

Respectfully,

Greg DuPuis, Captain
Community Risk Reduction Bureau

BSAFE INSPECTION CHECKLIST

The following checklist is designed to help you recognize hazards during your **Building Safety And Fire Education** inspection. As you survey your business use this form to identify and correct hazards. Once you have completed the **BSAFE** form mail it in to the Sanger Fire Department. A biennial inspection of your business will be performed by the Sanger Fire Department (Odd address numbers in odd years; even address numbers in even years). This inspection pertains to your suite or space only and does not include any area in common with other tenants or with the building owner. If any item that is the landlord's contract responsibility is not in compliance, it must be corrected before submitting the completed inspection.

ADDRESS		YES	NO	N/A
1	Address/Suite numbers for the building are clearly visible from the street, on a contrasting background.			
GENERAL HOUSEKEEPING		YES	NO	N/A
2	Every building or portion of a building shall be maintained in a neat orderly manner, free from any condition that would create a fire or life hazard or a condition which would add to or contribute to the rapid spread of fire			
3	Keep all storage at least 1 ½ feet below fire sprinkler heads. 2 feet in non-sprinklered businesses.			
4	Are all sides of the building, driveway or alleyway around the building kept clear of weeds and or debris?			
5	Are large capacity trash containers kept at least five feet from the building and in the closed position?			
6	All breaches, missing ceiling tile/holes in the walls or ceiling that could allow fire into the hidden spaces have been repaired or replaced?			
EXITING (EGRESS)		YES	NO	N/A
7	Exit doors are visible and easily opened without the use of a key or special knowledge			
8	Exit signs are above designated exits.			
9	Aisle widths to the exits are clear of obstructions and are at least 3 feet wide.			
10	If exit signs are installed in your business are they maintained illuminated or self-luminous?			
11	Does the back-up battery work? (Push the test button) The exit sign should illuminate under battery power.			
FIRE EXTINGUISHERS		YES	NO	N/A
12	Fire extinguishers shall be serviced and tagged by a State Fire Marshal approved company. Fire extinguishers shall be serviced once a year and after each use. The date is punched into the tag at the date of service.			
13	Fire extinguishers shall be mounted so the top of the extinguishers is between 3 ½ and 5 feet from the floor measured from the top of the extinguisher			
14	Fire extinguishers shall not exceed 75 feet of travel distance and easily visible			
ELECTRICAL		YES	NO	N/A
15	Provide clearance in front of the electrical panels at all times (Do NOT store items near panels)			
16	Extension cords shall not be used in lieu of permanent wiring			
17	Are all circuit breakers/fuses clearly labeled and in the on position?			
18	Provide cover plates for all switch and electrical outlets			
19	Combustible materials shall not be stored in boiler, water heaters, mechanical or electrical equipment rooms			
20	If multiple items need to be plugged in, is a power strip utilized with a built-in circuit breaker and is the power tap plugged directly into a permanently installed receptacle?			
21	Are all wires and power strips protected from physical damage, kept out of walkways, doorways, and are not run thru holes in walls or ceilings?			

A “NO” response to any of these questions indicates the presence of a fire code safety hazard. Once all hazards identified as having a “NO” response are corrected, please sign, date, and return this form within 30 days of notice. Thank you for your cooperation. Completion of this form does not eliminate all fire inspections conducted by the Sanger Fire Department.

I certify that by signing my name below, I have conducted the BSAFE Survey of the business listed on this form, and that I have answered the above questions truthfully and to the best of my knowledge. I understand that my participation in the BSAFE Survey is voluntary, and that if I do not feel comfortable doing the inspection myself, I may call the Sanger Fire Department to conduct the inspection for a \$60.00 fee.

During this survey, I found all items in compliance with the above checklist and any deficiencies noted during my inspection have been corrected as of this date.

By signing this form, I hereby represent to the Sanger Fire Department that I have provided information for the completion of this business survey without intentionally or negligently making false statements or misrepresentations of any kind during the course of the survey. Further, I agree to be responsible for any damages or claims made against the Sanger Fire Department that arose from or were caused by my providing false or inaccurate information or making misrepresentations during the course of this survey.

PLEASE NOTE: Only a duly authorized owner, officer, manager, or representative of the company may sign this form.

Business Name: _____

Name of Owner/ Manager: _____

Address: _____

Phone Number: _____ **FAX** _____

Email: _____

Date inspection completed: _____

MAIL TO: **SANGER FIRE DEPARTMENT**
 1700 7th St.
 SANGER, CA 93657

Please Include a check in the amount of \$10.00

QUESTIONS? **(559) 876-6389, (559) 875-6568**

