Title 19 Inspection Policy

Introduction

State laws have been created for the purpose of establishing minimum standards for the prevention of fire and for the protection of life and property against fire, explosion, and panic. The “California Code of Regulations (CCR) Title 19”, are the enforcing regulations that shall govern the use and maintenance of any building or structure used or intended for use as a hospital, school, assembly hall, or any similar occupancy of any capacity or similar place of assemblage where 50 or more persons may gather together for the purpose of entertainment, instruction, or education, and which is open to the public. The State Fire Marshal is responsible for conducting Title 19 inspections on campus. A representative from Environmental Health and Safety accompanies the State Fire Marshal on Title 19 inspections and coordinates follow-up and response to Title 19 State Fire Marshal Correction Notices.

Inspection considerations

During the inspection process, the status and condition of a number of items is observed and evaluated for compliance. Some of these items may require immediate correction or, if appropriate, may be given a reasonable amount of identified time for correction and/or repair. The following is a representative list of some of the items/issues that are inspected and is not all inclusive or exclusive:

- Clear, unobstructed and adequate means of egress
- Clear, unobstructed fire rated corridors
- Clear, unobstructed and properly operating rated assemblies, such as rated fire doors, door closers, magnetic door hold-open devices, etc.
- Adequate and properly operating emergency egress lighting
- Maintenance of fire-rated assemblies
- Maintenance of fire protection equipment and appliances
- Compliance of identified “Target Hazards” for items such as chemical use and storage, high piled storage, and safe occupancy limits
- Maintenance and compliance of housekeeping and storage practices

Inspection frequency

The frequency of the inspection cycle is prioritized by the areas and/or buildings occupancy use classification.
**Inspection process**

A standard inspection sequence of events will follow a similar outline:

- An EHS representative accompanies the State Fire Marshal during the Title 19 inspection.
- The inspection is conducted during normal business hours. The amount of time necessary to complete the inspection is dependent on the variability of issues, size of inspection area, occupancy type, and complexity of inspection.
- Documentation of inspection in the form of a ‘Fire Safety Correction Notice’ is presented to EHS by the State Fire Marshal following completion of inspection.
- EHS determines the department responsible for each correction item (College, Facilities, or EHS) and forwards the responsible department a correction memo containing correction items.
- The responsible party is required to complete correction items within 30 days of receiving correction memo from EHS.
- A re-inspection is conducted by EHS, usually conducted within 30 to 60 days of the original inspection date and done to insure compliance and completion of correction items. However, depending on severity of hazards identified, corrections may be required to be completed immediately or within less than 30 days.