



CSU Bakersfield

Business and Administrative Services

University Police Department

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To: University Police

From: Marty Williamson, Chief of Police

Subj: Notification of Fire on Campus to State Fire Marshal

Date: November 4, 2010

Directive 10-7

The State Fire Marshal is required to be notified promptly when there is a fire that occurs on a CSU campus. Since the mandate requires timely notification the UPD will make notification to the State Fire Marshal when we have a fire on campus as soon as is reasonable. Six questions will need to be answered and they are attached to this directive.

When reasonable, the on duty dispatcher will make notification to the State Fire Marshal after advising the Sergeant. The notification will be logged for documentation of the notification in RIMS and on the Daily Briefing log.

On question 6, for call back information please give them Pat Jacobs as the contact. They can call our number if needed and we can put them in contact with Pat Jacobs during non working hours.



California State Fire Marshal
Fire and Life Safety Division

REPORTING FIRES AND EXPLOSIONS IN STATE-OWNED OR STATE-LEASED FACILITIES

The California Health and Safety Code Section 13107 requires that all fires or explosions in or on state-owned, state-occupied facilities and properties be investigated by the State Fire Marshal (SFM). The number to contact is (916) 323-7390. The Duty Chief will answer this phone on a 24/7 basis. You need to have the following information:

1. Type of incident (fire or explosion, etc)
2. Location of incident
3. Time of incident
4. Was Fire/Police Department dispatched
5. Information on any injury or fatality
6. Name and phone number for a call back

It should be noted that it is the responsibility of the facility to contact the Duty Chief to report the incident. Please do not contact the assigned field deputy (DSFM). The Duty Chief will contact appropriate Division Chief or Supervisors. The Division Chief or Supervisor will make a decision to dispatch an investigator or DSFM. If necessary, both investigator and DSFM will be dispatched.

DUTY CHIEF NUMBER (916) 323-7390
