

FIRE PREVENTION

STANDARD NO(S):

NYSSA #

DATE:

February 24, 2010

REFER TO:

Michael H. Madziarz
Edward H. Swart

I. OBJECTIVE:

To ensure all staff persons located within the correctional facility are trained for identifying, preventing and properly handling common fire hazards.

II. POLICY:

It is the policy of the Seneca County Correctional Facility to safeguard the lives and property of all occupants within the facility and to minimize the possibility of fire emergencies or other similar hazards by following proper fire prevention and safety measures.

III. DETAILS:

- A. The facility will comply with all New York State Uniform Fire Prevention and Building Codes as well as any applicable local laws, codes, rules and regulations.
- B. The Chief Administrative Officer will request in writing, that the Code Enforcement Officer conduct an annual fire and safety inspection. A copy of the report based on such inspection, together with a detailed statement of steps taken or to be taken to correct any deficiencies set forth in such report, will be maintained on file in the Chief Administrator's office.
- C. The Maintenance Supervisor will conduct regular inspections of all areas of the facility to determine whether a fire hazard exists and will take the necessary action to remedy such hazard. Such inspections will be conducted at weekly intervals and be recorded on [Form CF-029 \(Weekly Fire and Safety Inspection\)](#). Such inspections will include, but are not limited to:
 - 1. All housing units
 - 2. Entrance and exit ways
 - 3. Stairways
 - 4. Corridors
 - 5. Visitation areas
 - 6. Storage areas, including mechanical and electric rooms
 - 7. Lighting unit and outlets

8. Plumbing chase areas
9. Facility offices
10. Classrooms
11. Medical unit
12. Kitchen
13. Laundry room

- D. Prior to assuming such duties, the Maintenance Supervisor will have successfully completed a fire protection seminar approved by the Office of Fire Prevention and Control.
- E. It is the responsibility of every officer to ensure inmates maintain a neat and orderly cell to avoid potential fire hazards.
- F. Fire protection equipment will be made available for use, refer to the section entitled ["Emergency Equipment"](#).