

201 BUREAU OF FIRE PREVENTION

PURPOSE:

The Bureau of Fire Prevention is hereby created pursuant to Chapter 76 of the Township of Florence Code.

SCOPE:

The Bureau of Fire Prevention shall be responsible for the enforcement of the Uniform Fire Safety Act (P. L. 1983 c. 383) and the New Jersey Uniform Fire Code within the Township of Florence and any other duties assigned to it by Township Ordinance or the Board of Fire Commissioners of Florence Township Fire District No. 1.

APPOINTMENT:

1. Fire Official - the Fire Official shall be appointed by the Board of Fire Commissioners as per Chapter 76 of the Florence Twp. Code.
2. Fire Inspectors - Fire Inspectors shall be appointed as per Chapter 76 of the Florence Twp. Code.

POWERS AND DUTIES:

1. Fire Official
 - a. Shall be in charge of the day to day operations of the Bureau and shall establish the Standard Operating Procedures for the Bureau with the approval of the Board. These guides shall be located in Section 1200 of this Manual entitled; " Standard Operating Guide for the Bureau of Fire Prevention."
 - b. Shall enforce all duties assigned to the Bureau by Chapter 76 of the Florence Twp. Code and any applicable New Jersey State Statutes.
 - c. Shall make or cause to be made an investigation of each occurrence of fire within the Township of Florence and shall make report that will be submitted to the Fire Chief. Shall be authorized to request assistance from the Florence Twp. Police Dept. or any other outside agency if he shall deem it in the best interest of the Bureau with any financial requirements being prior approved by the Board.
 - d. Shall make monthly reports to the Board at their regular meeting and an annual report of activities. In addition, be required to submit any other reports as requested by the Board or the Fire Chief as permitted by law.
2. Fire Inspectors
 - a. Shall assist the Fire Official/Marshall in his duties as permitted by law and Chapter 76 of the Florence Twp. Code.

QUALIFICATIONS:

The Fire Official and Fire Inspectors shall meet all the qualifications as set forth in Chapter 76 of the Florence Twp. Code and shall have copies of the documents supporting same on file with the Board at all times.

AUTHORITY AT FIRE SCENES:

The Fire Official and Fire Inspectors shall only have that authority empowered to them by the ICS System at fire scenes until such time that the Fire Chief or OIC shall deem that the scene is released to the Bureau for investigation purposes and then the Fire Chief and Fire Official shall have joint command until relieved by a higher Authority.

CONDUCT:

All members of the Bureau shall conduct themselves in a professional manner at all times in the performance of their duties. Members of the Bureau shall comply with all Sections of the Policy and Procedures of the Florence Twp. Fire Dept. Violations of this section shall be dealt with as per Section 710 of the Policies and Procedures.

UNIFORMS:

Members of the Bureau shall wear uniforms issued by the Board when performing their duties. All uniforms shall be neat and clean at all times while on duty. Members shall report any problems with uniforms to the Fire Chief as soon as possible for repair.

PASSENGER VEHICLES:

Members of the Bureau that utilize department vehicles shall comply with Policy 706 at all times. All vehicles utilized shall be kept in a clean and orderly condition and any problems or repairs shall be reported to the Fire Chief promptly.