

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Fire Procedures, Inspections		CHAPTER/SECTION NO.: 48.4	
EFFECTIVE DATE:10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES:		APPROVED: <u><b>**See Master File</b></u> Sheriff	
STANDARD NUMBER: 72.3.1			

#### 48.4 Policy

48.4.1 The Court Buildings and holding facility are owned, equipped and maintained by Utah State. Court Building and holding facility fire alarms, heat and smoke detection systems, and approved fire equipment are the maintenance and inspection responsibility of the Utah State Division of Facilities Construction and Management (DFCM).

- A. Weekly documented physical inspections and tagging of fire equipment/extinguishers are completed by the Judicial Section supervisor or designee.
- B. A semi-annual documented inspection of equipment is made under direction of DFCM.
- C. As required by local Fire Code, documented testing of automatic fire detection devices and alarm systems are conducted by DFCM and vendors contracted by DFCM.

#### 48.4.2 Fire Prevention and Procedure

- A. As directed in Chapter 48.10, holding cells are inspected daily for contraband and damage or tampering with fire detection or prevention systems or other unsafe conditions. (P&P 48.10; Standard 72.4.5)
- B. The cell inspection will note any damage or faulty fixtures that would be a fire danger. (P&P 48.10; standard 72.4.6)

- C. A weekly visual inspection will examine fire protection devices for operational wear and detainee tempering. Tagged fire protection devices i.e. sprinklers, extinguishers, pull boxes, etc., will be checked to ensure they are operational and up to date.
- D. The inspection should be documented in writing noting any damage or need for repair and forwarded to the court section supervisor.
- E. Responsibility for daily and weekly inspections will be conducted as directed in Chapter 48.10