



FRESNO FIRE DEPARTMENT SELF-INSPECTION PROGRAM (SIP)

HOW TO PERFORM YOUR SELF-INSPECTION

1. The person responsible for the business (i.e., owner, manager) must conduct the inspection.
2. The self-inspection form is designed to assist you in performing a fire and life safety inspection. Complete the form by checking the appropriate box.
3. With the form in hand, walk around and through your business until all statements on the form have been addressed.
4. If an item is non-compliant, either correct the problem before submitting the form or check the "no" box. Include what actions will be taken to correct the condition and the estimated date of completion in the comments section at the end of the form.
5. If you are not responsible for maintaining any of the items listed on the form (i.e., fire sprinkler system), list the name and contact information in the comments section at the end of the form.
6. Please note that the self-inspection form must be completed and returned to the Fire Department within 30 days of the date on the cover letter.
7. Return the completed form to:

By Mail: Fresno Fire Department
 Self-Inspection Pilot Program
 911 H Street
 Fresno, CA 93721

OR

Scan and Email: Fire-Prevention@fresno.gov

OR

File On-Line at: http://fireweb.fresno.gov/ffd_self_inspection_log/index.asp

8. The Fresno Fire Department may make a random inspection of your business for the purpose of quality control.
9. If the self-inspection form is not returned, your business may be subject to an inspection conducted by the Fresno Fire Department with associated inspection fees.

If you have any questions about the one year pilot program, please contact the Fresno Fire Department at (559) 621-4181 or email us at Fire-Prevention@fresno.gov.