
BULLETIN: FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION

Division of the State Architect (DSA) documents referenced within this publication are available on the [DSA Forms](#) or [DSA Publications](#) webpages.

PURPOSE

A DSA Bulletin is a notification to its stakeholders regarding any issue intended to be directed to a broad group of external stakeholders as well as DSA staff. This bulletin provides guidance on the development of, and requirement for, a site fire safety plan for the construction of new buildings, additions or alterations to existing buildings, reconstruction projects, and nonconforming building rehabilitation projects submitted for approval using the 2022 CBC and later.

BACKGROUND

California Education Code (EDC) Sections 17280 and 81130 direct the Department of General Services (DGS) to supervise the design and construction any school building to ensure that plans and specifications comply with the standards published in Title 24, California Code of Regulations (CCR). The DGS delegates this responsibility to the Division of the State Architect (DSA).

1. REQUIREMENT

1.1 Section 3302.3 of the California Building Code (CBC) directs compliance with Chapter 33 of the California Fire Code (CFC). Chapter 33 of the CFC outlines requirements for fire safety during construction and demolition wherein Section 3303.1 directs that the property owner or their authorized agent is responsible for the development and implementation of a written site safety plan establishing a fire prevention program at the project site.

1.2 The school district, in collaboration with the project contractor, and architect or structural engineer in general responsible charge, is responsible for developing a site fire safety plan addressing the requirements of CFC Chapter 33. As first responders, DSA recommends that development of the plan be in consultation and coordination with the local fire authority.

1.3 Beginning February 1, 2025, a completed site fire safety plan is to be submitted to the DSA in conjunction with the filing of form *DSA 102-IC: Construction Start Notice/Inspection Card Request*, inclusive of completing Section 3 of the form.

1.4 DSA will receive and file the fire safety plan in the project file.

2. SITE FIRE SAFETY PLAN COMPONENTS

At a minimum, the site fire safety plan shall include the following information required in CFC Section 3303.1.1.

1. Name and contact information of site safety director.
2. Documentation of training of the site safety director and fire watch personnel.
3. Procedures for reporting emergencies.
4. Fire department vehicle access routes.
5. Locations of fire protection equipment, including portable fire extinguishers, standpipes, fire department connections and fire hydrants.

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6. Smoking and cooking policies, designated area to be used where approved, and signage locations in accordance with CFC Section 3305.8.
7. Location and safety considerations for temporary heating equipment.
8. Hot work (welding, roofing, etc.) plan.
9. Plans for control of combustible waste.
10. Locations and methods for storage and use of flammable and combustible liquids and other hazardous materials.
11. Provisions for site security.
12. Changes that affect this plan.
13. Other site specific information requested by the local fire authority (LFA).

3. PROJECT PLAN SET COORDINATION

Because the site fire safety plan is submitted after project approval, project plans shall include the following statement in the Notes block, “All construction and demolition shall be in accordance with Chapter 33 of the CBC and CFC, and the written site fire safety plan.”

REFERENCES:

- California Code of Regulations (CCR) Title 24
 - Part 1: California Administrative Code (CAC), Sections 4-331 and 4-406
 - Part 2, California Building Code, Chapter 33
 - Part 9: California Fire Code (CFC), Chapter 33