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## **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 safety plan (SSP) for demolition projects and or the construction of new buildings, additions or alterations to existing buildings, reconstruction projects, repair, and nonconforming building rehabilitation projects submitted for approval under the 2022 CBC and later editions.

### **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 compliance with the standards published in Title 24, California Code of Regulations (CCR).

### **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 site safety during construction and demolition and 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 is responsible for developing an SSP addressing the requirements of CFC Chapter 33. As first responders, DSA recommends that development of the SSP 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. The completed SSP shall be submitted to DSA in conjunction with the initial filing of form DSA 102-IC: Construction Start Notice/Inspection Card Request, inclusive of completing Section 3 of the form. Failure to include the SSP will result in rejection of the DSA form 102-IC.

**1.3.1** Stockpile projects and similar factory-built construction projects do not require a site safety plan be submitted. For projects that include the construction and placement of these factory-built buildings on a site, the site safety plan needs not accompany the DSA 102 IC form when only seeking in-plant inspection cards.

**1.4** The SSP is to be a single pdf (separate from the initial DSA 102-IC) with a file name formatted as Origin ID-App #\_Site Safety Plan\_submission date (i.e., YY-MM-DD).

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

### **2. SITE SAFETY PLAN COMPONENTS**

At a minimum, the SSP shall include the following information required in CFC Section 3303.1.1.

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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.
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 SSP 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 safety plan."

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#### **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

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