

# ENVIRONMENTAL HEALTH AND SAFETY

## Policy #P&P-06 Correction of SFM Findings

### 1. PURPOSE:

Establishes the procedures to ensure the reliable, accountable, and timely abatement of violations cited by the State Fire Marshal (SFM) as part of annual high-hazard inspections conducted as part of FS 633218(1)(a).

### 2. POLICY STATEMENT:

FAU recognizes the regulatory authority of the State Fire Marshal's Office and its local inspectors for fire code compliance. FAU will conduct corrective actions to resolve SFM findings. The findings of the State Fire Marshal will be corrected as soon as practicable following written notification to FAU.

### 3. CONCEPTS AND DEFINITIONS:

None

### 4. RESPONSIBILITIES:

#### 4.1. Office of Environmental Health and Safety

4.1.1. Maintain schedule and accompany the State Fire Marshal during the inspection and re-inspection of all buildings under the State Fire Marshal's jurisdiction.

4.1.2. Retain all records of annual SFM reports and monitor timely correction of violations.

4.1.3. Upon receipt of the SFM formal report, tentatively assign responsibility for the corrections of violations to appropriate units or to occupants, as appropriate.

4.1.4. Coordinate the filing of Plans of Corrective Actions and monitor the timely completion.

#### 4.2. Design and Construction Services

4.2.1. Receive all violations requiring substantial outlay of capital funds and/or engineering design.

4.2.2. Complete a Plan of Corrective Action, when required, and return it to EH&S for submittal and approval by the SFM.

4.2.3. Advise EH&S, in a timely manner, of any Plan of Corrective Action that cannot be completed as stated.

#### 4.3. Physical Plant

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- 4.3.1. Receive all violations issued because of maintenance requirements or non-compliance with applicable codes through the work order system
- 4.3.2. Submit a report to EH&S within the time specified by the SFM letter indicating the date of correction and the individual performing the corrective action.
- 4.3.3. Furnish a request for extension communication to EH&S for each item requiring more than 30 days for correction.
- 4.4. FAU Units (Including Auxiliaries)
  - 4.4.1. Receive all violations for all buildings or spaces within the unit's cognizance.
  - 4.4.2. Coordinate the correction of all violations, operational, maintenance, and/or design in assigned areas.
  - 4.4.3. Submit a communication to EH&S within the time specified in the SFM letter indicating the date of correction and the individual performing the corrective action.
  - 4.4.4. Provide a request for extension to EH&S for each item requiring more than 30 days for correction.
- 5. PROCEDURES:
  - 5.1. SFM Inspections
    - 5.1.1. The SFM conducts inspections of all FAU-owned facilities at least annually.
    - 5.1.2. The SFM conducts inspections of all construction, alteration, and renovation activities in FAU-owned or leased facilities during construction and/or prior to occupancy.
    - 5.1.3. The SFM conducts performance tests on facility fire alarm/suppression within FAU-owned or leased facilities on a recurring basis.
    - 5.1.4. EH&S provides support and escort to all SFM inspections and testing.
  - 5.2. SFM Reports
    - 5.2.1. EH&S receives the written reports of the SFM.
    - 5.2.2. EH&S submits the findings to the cognizant FAU unit or inputs into the FAMIS system for correction by Facilities personnel.
  - 5.3. Monitoring Corrective Action
    - 5.3.1. EH&S monitors correction of SFM findings.
- 6. ENFORCEMENT:

Oversight and enforcement activities for this program are conducted by Environmental Health and Safety.

## Policy #6 – Correction of SFM Findings

Approved and issued by order of:



Wendy Ash Graves, Director  
ENVIRONMENTAL HEALTH AND SAFETY

DATE: 06/10/22

### POLICY MAINTENANCE SECTION

|                             |               |
|-----------------------------|---------------|
| <b>Last Revision Date</b>   | 06/01/2022    |
| <b>Last Revision By</b>     | W. Ash Graves |
| <b>Next Review Due</b>      | 06/01/2025    |
| <b>Review Frequency</b>     | 3 years       |
| <b>Version</b>              | 2.0           |
| <b>Time-sensitive Items</b> |               |

**THIS POLICY RESCINDS ALL OTHER WRITTEN DIRECTIVES REGARDING THIS TOPIC.**

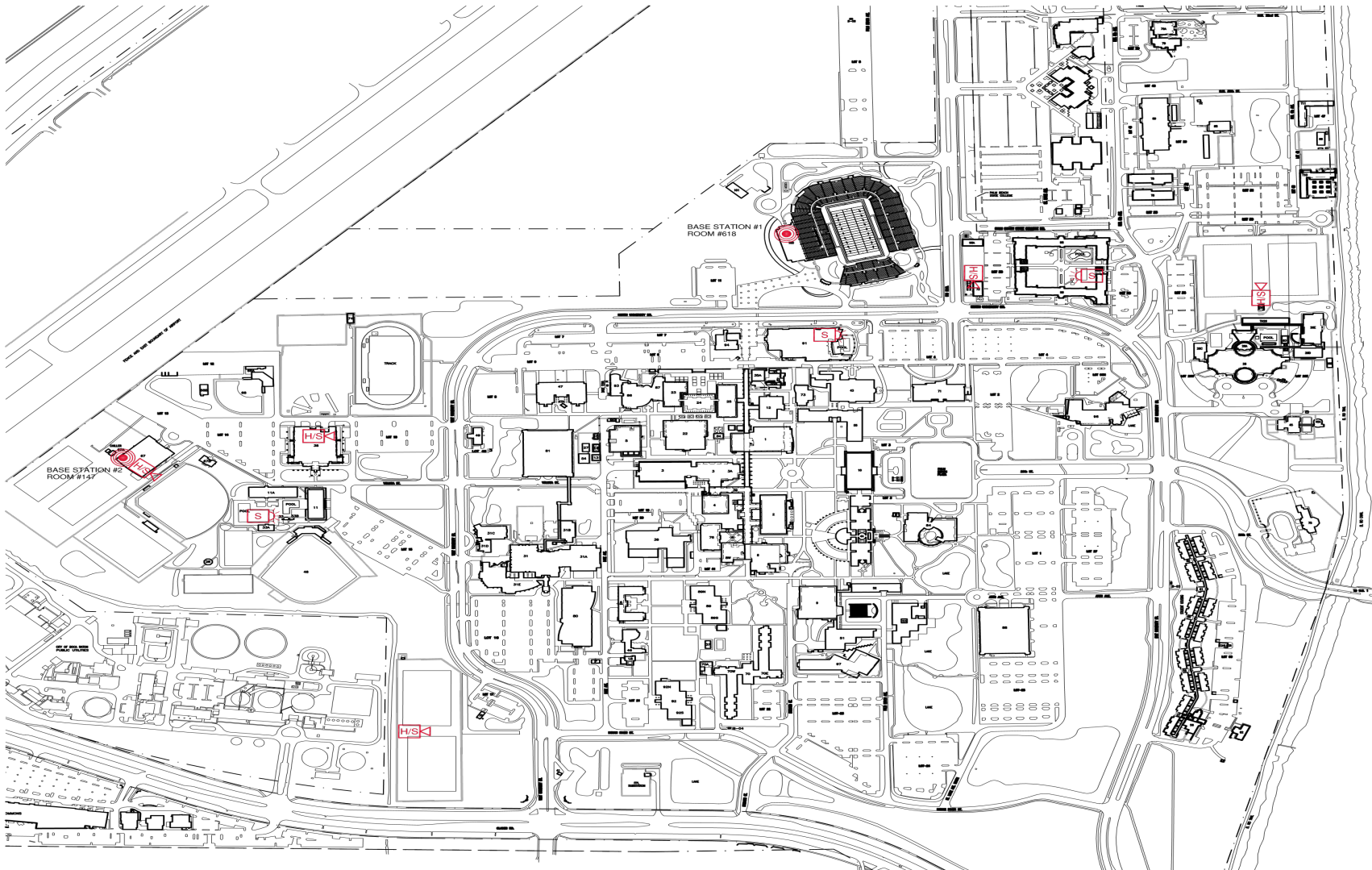
#### 7. RECORD OF CHANGES/STATUS CONTROL:

| Version | Date       | Summary of Changes                                       | Reviewed By     |
|---------|------------|--|-----------------|
| 2.0     | 06/01/2022 | Revised to newer organizational structure and processes. | • W. Ash Graves |

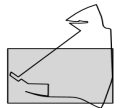
**ENVIRONMENTAL HEALTH AND  
 SAFETY**

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**Appendix A**



SCALE:  
 1" = 700'-0"



**KEY PLAN**  
 N.T.S.

Sheet Title:  
**INFRASTRUCTURE -  
 CAMPUS LIGHTNING PREDICTION SYSTEM**

**LEGEND**

|  |                            |
|--|----------------------------|
|  | BASE STATION               |
|  | HIGH VOLTAGE<br>AND STROKE |
|  | STROKE                     |

DRAWN:  
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 CHECKED:  
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 ISSUED DATE:  
 05/03/2012  
 Sheet No:  
**LP-1**