

# Central Joint Fire District

## Standard Operating Procedure



*Central Joint Fire District*

SUBJECT: Inspection Report Form

SOP Number: 1513  
Effective Date: 5/2/93  
Revised Date:  
Approved:

**PURPOSE:** The purpose of this standard is to define the purpose of form F1513 used by the Central Joint Fire District.

**SCOPE:** This standard applies to any department personnel who is documenting conditions observed while conducting a fire safety inspection in accordance with SOP 121D.

**ENFORCEMENT:** Responsibility for adherence and enforcement of this standard shall rest with the Fire Safety Inspector and Fire Chief.

**APPLICATION:**

Form F1513 shall be completed whenever a Fire Safety Inspector conducts an inspection for fire safety code violations.

Form F1513 shall serve to document the conditions and structural features, type of occupancy, and type of discrepancy and schedule for the correction of the discrepancy. Form F1513 shall also serve, in conjunction with form F1512 as notification of persons responsible for the condition of the inspected property of discrepancies found therein, of their responsibility to take corrective action.