

## 2.2.6 Code Enforcement



YOUR ORGANIZATION  
STANDARD OPERATING PROCEDURES/GUIDELINES

**TITLE:** Code Enforcement

**SECTION/TOPIC:** Building Inspections and Code

**NUMBER:** 2.2.6

**ISSUE DATE:**

**REVISED DATE:**

**PREPARED BY:**

**APPROVED BY:**

X

Preparer

X

Approver

These SOPs/SOGs are based on FEMA guidelines FA-197

### 1.0 POLICY REFERENCE

CFR

NFPA

NIMS

### 2.0 PURPOSE

This standard operating procedure/guideline addresses project monitoring, inspection follow up, negotiations, sanctions.

### 3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

### 4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

### 5.0 PROCEDURES/GUIDELINES & INFORMATION

#### 5.1 Project Monitoring:

The current fire code adopted by the City is the 2006 Edition of the International Fire Code (IFC). By Ordinance No. xx dated the 16th day of December 2008, the IFC was adopted as the City Code (CC) Section xx. Several code sections were amended prior to adoption.

This code shall be utilized by all personnel in inspection or code enforcement functions of day to day activities. Major deviation, modification, exception, equivalency or variance to this code shall be approved by the Fire Marshal or his/her designated representative.

The City Fire Department Company Inspection Manual or the National Fire Protection Association Inspection Manual, 7th Edition, may be utilized as a guide in conducting inspections. All inspection reports are legal documents and must bear the code sections violated from the adopted International Fire Code, as amended.

#### **5.2 Inspection Follow Up:**

#### **5.3 Negotiations:**

#### **5.4 Sanctions:**