



DEPARTMENT OF PUBLIC SAFETY OPERATING PROCEDURES MANUAL		
CHAPTER 8	DIVISION OF FIRE AND LIFE SAFETY (FLS)	
	Effective: 08/02/2017	Commissioner Approval: 
	Authorities: <a href="#">AS 18.65.030; 18.70.020; 18.70.320-360</a>	
	Applicability: ALL DEPARTMENTAL EMPLOYEES	
	Special Instructions:	

## 8.100 RESPONSIBILITY

**A. *Enforcement of laws and regulations.*** The Division is charged with the enforcement of laws and regulations that promote fire safety and for the protection of life and property against fire and explosion.

**B. *Adoption of building and fire codes.*** The Division has adopted building and fire codes applicable to all buildings except residences with fewer than four units. These codes are enforced through a program of construction plan review and onsite inspections of facilities.

**C. *Additional functions and programs of the Division.***

1. Provide technical investigation of fires involving death, serious injury, large dollar loss, or crime in support of criminal case investigation by AST and other law enforcement.
2. Promote fire prevention activities through a statewide education program.
3. Collect and disseminate fire data through the Alaska National Fire Incident Reporting System (ANFIRS).
4. Provide fire suppression instruction to fire departments across the State.
5. Ensure public safety through fire and life safety building plan review and inspections.
6. Establish professional standards for fire service personnel and curriculum
7. Requirements for the certification of training programs.

## 8.300 DIVISION DIRECTOR

The Division Director is the State Fire Marshal, appointed by and accountable to the Commissioner, and is charged with carrying out the responsibilities and duties of the Division. The Commissioner designates the location of the Director's Office.

The Division Director will appoint a designee to act as State Fire Marshal in the absence of the Division Director.

## 8.310 DIRECTOR'S STAFF

The Fire Marshal may assign division employees to staff positions as necessary to accomplish Division functions. Staff personnel may be assigned command responsibility or supervision of major Division activities.

#### **8.320 DIVISION OF FIRE AND LIFE SAFETY ORGANIZATION**

The Division is comprised of the Bureau of Fire Accreditation, Standards and Training (BFAST), the Life Safety Inspection Bureau (LSIB), the Plan Review Bureau (PRB). Each bureau has a supervisor or other designee appointed by and responsible to the State Fire Marshal or designee. The Supervisors are responsible for their areas of responsibility. Each bureau is headquartered in Anchorage.

**A. Bureau of Fire Accreditation, Standards and Training (BFAST).** The BFAST offices are staffed by bureau personnel appointed by and responsible to the State Fire Marshal or designee. BFAST personnel are responsible for providing statewide training support for fire service personnel, and educating the public in fire safety and prevention in the State of Alaska. BFAST offices are in the following locations:

<b>Bureau of Fire Accreditation, Standards, and Training</b>	<b>Location</b>
Statewide Fire Training/Public Education/Rural Fire Protection	Anchorage
Fire Training Office	Juneau

**B. Life Safety Inspection Bureau (LSIB).** The LSIB offices are staffed by a Deputy Fire Marshal I or other designee appointed by and responsible to the State Fire Marshal or designee. Deputy Fire Marshals are responsible for performing inspections for life safety, review building plans for life safety code compliance, and conduct investigations for origin and cause in the State of Alaska. LSIB offices are in the following locations:

<b>Life Safety Inspections Bureau</b>	<b>Location</b>
Fairbanks Office	Fairbanks
Anchorage Office	Anchorage

**C. Plan Review Bureau (PRB).** The PRB office is staffed by Building Plans Examiners or other designees appointed by and responsible to the State Fire Marshal or designee. PRB staff is responsible for reviewing building plans for life safety code compliance and appropriate building / construction inspections in the State of Alaska. All plan reviews are conducted in the Anchorage HQ office.

**D. Joint Pipeline Office (JPO).** The JPO is staffed by the Trans-Alaska Pipeline System (TAPS) Fire Safety Specialist. This position is responsible for building plan reviews, fire safety code compliance and investigative oversight of the Trans-Alaska Pipeline Service Company and regulated pipelines as a part of the division's reimbursable services agreement with the Department of Natural Resources. Additionally, this position has been assigned the Division of Fire and Life Safety oil and gas building plan reviews, facility fire inspections and oversight of unregulated pipelines. This office is located in Anchorage.

#### **8.330 ORGANIZATIONAL CHANGES**

The Director may create additional bureaus, services, sections, or units as deemed necessary to perform the function of the Division, upon approval by the Commissioner. [Ref AS 18.65.030.]