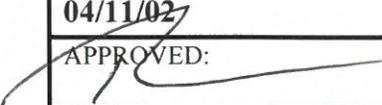




Fire Chiefs Association of **Santa Cruz County**
FIRE PREVENTION OFFICERS SECTION

FIRE PREVENTION STANDARDS	DATE: 04/11/02	NUMBER: FPO-000
	APPROVED: 	REVISED: 11/19/2024
	TITLE: Guide for Adopting Standards	

PURPOSE:

The purpose of this Standard is to familiarize members with the process for adopting or updating Fire Prevention Standards. As codes, ordinances and technology evolve, it is essential to update standards to remain relevant and effective.

THE PROCESS:

Any member may propose an item for consideration. The Fire Chiefs’ Association may also request the development or update of a standard. The development of a standard is a collaborative, and all input and participation is encouraged.

Items brought proposed at the regular Fire Prevention Officers (FPO) meetings may be deferred to a sub-committee for further action.

The committee evaluates the proposal, leading to one of two outcomes:

- No Action: A report with justification for no action will be presented at the next FPO meeting
- Standard Development/Update: If action is deemed necessary, the committee will work on the standard. The committee may seek further guidance from the Fire Chiefs’ Association and/or the FPO Association.

Once the draft document is complete, it is then presented to the FPO Association for review and input. Feedback may lead to further refinement before the draft is finalized. The final draft is voted on according to the FPO Association’s by-laws

The draft standard is submitted to the Fire Chiefs’ Association via their FPO liaison, for review and inclusion in the next meeting agenda. The Fire Chiefs’ Association may ratify, modify or reject the standard with recommendations for further work. A rejected standard may be revised and re-submitted through the process.

Each standard will have an initial implementation date. Modifications shall require an updated revised date.

All final standards shall be signed by the current president of the Fire Chiefs Association. The original shall be scanned and downloaded to the FPO Dropbox and available to all member agencies. Agencies are

encouraged to publish and make standards available to the public via their own websites. The Fire Chiefs Association shall publish the final standard on their website.

All standards shall use this format. Any changes to this format shall be approved by the Fire Chiefs' Association.