



Fire Prevention Inspection Program

Fire Recovery USA has added an additional funding module to our comprehensive programs for fire departments and cities nationwide.

Many fire departments and cities across the country are facing financial challenges due to the economic pressures of the past few years and are searching for new funding sources so they can maintain their high service standards. Fire Recovery USA has developed a program whereby fire departments can provide and manage fire inspections for their local businesses, yet do so at a major cost savings from the labor-intensive programs of the past. In addition to cost savings, this program generates a new revenue stream for the fire department or city.

THE CONCEPT – The Fire Prevention Inspection Program allows a fire department’s “low-risk” businesses (typically 80% to 90% of all businesses) to self-inspect their premises using nationally recognized inspection forms. The fire department is now freed to concentrate their on-site inspections to the “high-risk” and “high-occupancy” locations that deserve closer analysis.

The program will eliminate up to 80% of the labor-intensive, on-site inspections, while generating administrative fees for each business inspected.

HOW IT WORKS – There are two components to the Fire Prevention Inspection Program.

COMPONENT A: Low-Risk Businesses

1. The fire department provides Fire Recovery USA with a database of its businesses.
2. Fire Recovery USA mails a package containing a letter from the Fire Chief explaining the program as well as instructions how to login in to our InspectionHubSM website and perform a self-inspection. *The letter can state that a certain percentage of all business will receive an un-notified on-site inspection by the fire department in order to increase compliance.*
3. The Inspection Form is completed online as well as the payment for their fire permit.
4. Fire Recovery USA evaluates the completed Fire Inspection Form and inputs the data into our online tracking system (each business is tracked by “Pass”, “Fail” or “Request for Inspection”).
5. This information is available to the fire department 24/7 via the Internet and is password protected for security.

6. If a business fails or requests an on-site inspection, the fire department's personnel will perform the inspection and update the account as a "Pass" or "Fail" in the system.
7. Fire Recovery USA will process the payments, email the original Fire Inspection Form and data to the fire department and/or city so the department can view them over the web site.

COMPONENT B: High-Risk & High-Occupancy Businesses

The High-Risk and High-Occupancy businesses (on average, about 10% of all businesses) will need to be inspected by fire department personnel with no changes to your current system.

BENEFITS TO YOU

- **The Fire Prevention Inspection Program will cut inspection times and administrative burden by 80% to 90%.**
- **The Fire Prevention Inspection Program will bring a new revenue source to fire departments.**
- **Currently, many communities nationwide are successfully using self-inspection programs.**
- **The savings in time and resources will allow fire departments to more thoroughly address the high-risk areas in their community.**
- **The business owner or landlord takes responsibility for the inspections and verifies this by signing the inspection form.**

The following page is an example of the letter from the Fire Chief, but can be customized for your use.



Office of the Fire Chief

Self-Inspection Program: The City of XXXXXX Fire Department is committed to the safety and security of our local businesses. Taking small, simple measures to ensure a safe environment can enhance the safety of employees and customers. This Self-Inspection Program has been implemented to help accomplish this goal.

Due to the number of businesses within the City of XXXXXX, the fire department has implemented a Self-Inspection Program. The program will service businesses that do not require Fire Code Permits and are considered to be at low-risk. The City of XXXXXX has chosen Fire Recovery USA to assist the fire department in the implementation of this program. All businesses deemed to be at low-risk must complete the online Fire Inspection Form. The completed "PASSED" Fire Inspection Form must be submitted within 30 days of receipt of this notice along with a payment of \$50.00. Upon receipt of both, a Fire Inspection Certificate will be downloadable from the website to print and post in your office.

If you do not submit a PASSED INSPECTION FORM and payment within 30 days, a fire department representative will inspect your business and additional fees and late charges will be applied. If you do not feel comfortable performing your own inspection please mark the box on the online Fire Inspection Form to request the fire department to perform a manual inspection of your business.

The Fire Inspection Form is required to be filled out by the property owners or tenants prior to tenant occupancy and on an annual basis thereafter. **Each item on the Fire Inspection Form must be verified as being in compliance or repaired prior to submitting this form.** Property owners and tenants must be aware that this Fire Inspection Form is not all-inclusive. In addition to the items listed on the Fire Inspection Form, it is the property owners and tenants responsibility to ensure compliance with all other applicable codes. Property owners and tenants must report any code violations to the City of XXXXXX.

Tenants and owners acknowledge that by submitting the form online, that all of the items addressed were in compliance at the time of inspection. Please be advised that owners and tenants may be held liable for any damage that occurs as a result of noncompliance as well as fines and additional fees.

INSTRUCTIONS - COMPLETE ALL ENTRIES IN BLACK

Logon to our website, InspectionHubsm and enter your username and password.

Verify or make changes to the description of your business that's shown on the website.

Please read each question carefully then mark the appropriate box. Once completed and PASSED, press SUBMIT and continue to the fee payment portion. You will be contacted only if you have failed the self-inspection. You can then print your Fire Inspection Certificate of Compliance and post on your wall in your place of business.

If you do not wish to participate in this program and would like an inspector to visit your business, please check the applicable box on the online. An inspector will schedule an appointment to visit your business to assist you.

This form must be completed not more than 30 days from the date of this notice. **If not returned within the specified time period, your business will be automatically referred to the fire department for an onsite inspection, and fines and additional fees may apply.**

Thank you for your cooperation and assistance in making our Self-Inspection Program a success.

QUESTION OR CONCERNS CALL (888) 640-7222