

2021 FIRE OFFICIAL SYLABUS

- Module 1 History of code enforcement-class review
Feb. 2 Class overview (participation, homework, research paper, final exam)
 History of NJ Fire Code
 Case studies of significant fires and their involvement with codes changes /development
 Creation of codes-Legislative, codes council
 Statutes, enabling legislation, code creation, codes council
 UFC book review(up to date, book set-up if necessary) instructor notes
 HOMEWORK-Determine research project subject. Have information for next class
- Module 2 Code Administration
Feb. 3 *Review/approve project subjects*
 UCC review
 UFC code enforcement overview
 Life hazard/non LHU and use group review
 Fire official duties
 RIMS (Registration Information Management System)
 HOMEWORK-Complete LHU and Use Group worksheet
- Module 3 LEA Organization (5:71 et.seq)
Feb. 8 *Review homework worksheets*
 Legal requirements/authority
 Local ordinances-review and requirements
 Record keeping
 DFS review-audits
 Fee schedules
 Contractor Certification
 High Level Alarms and Residential Disability Emblems
 Review chapter 45 Referenced Standards
 HOMEWORK-Read Chapters 1 and 2 UFC
- Module 4, 5- 6 Subchapters 1 & 2
Feb. 11 Permits (types, inspections etc.)
 Forms (DFS approved and DFS forms-schools fire etc)
 NOVs (properly citing the code)
 Penalties
 Imminent hazards
 Punitive closing
 Variances
 Case studies (repeat violations, imminent hazards, variances)
- Module 7 Management and budgeting
Feb. 16 Management styles and overview
 Personnel, time management, salaries, liability issues
 Budgeting and purchasing (budget cap, NJ bid and purchasing laws)

Module 8 Legal aspects
Feb. 18 Legal aspects of code enforcement (*malfeasance, misfeasance and negligence*)
 Warrants, right of entry (*NJ law*)
 Liabilities
 Case studies
 Board of Appeals

HOMEWORK-Read Chapter 4 UFC

Module 9 Subchapter 4 review
Feb. 23 Applying the retrofit code
 Review of retrofit requirements

Module 10 Research paper presentations
Feb. 25

Module 11 Final Exam
March 2

Research Project:

Students will choose an historical fire that caused a significant loss of life or had an impact on society or the fire service. The student will write a research paper of at least one thousand words and must include all pertinent information regarding the fire's cause and any loss of life. How the fire code, its enforcement or lack of enforcement impacted the fire's cause and how it contributed to the fire's magnitude or to the loss of life must be included. Any code changes or additions that came about due to the fire and where these changes are reflected in today's codes and standards must also be included. The student will present their project to the class, followed by Q and A. The use of audio visual aids is encouraged; sketches, short videos and or photographs should be included when making their presentation. The subject of the research paper must be approved by the instructor; each student will present a different fire. Presentations are limited to 10 minutes.

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