

San Francisco Fire Department



Division of Fire Prevention & Investigation

November 23, 2016

IMPORTANT NOTIFICATION FOR ALL BUILDING OWNERS

Dear Building Owner,

In August 2016, the San Francisco Board of Supervisors passed new legislation aimed at promoting fire and life safety, reducing the risk of fire, and preventing property damage from fires. These laws, which have been incorporated into the San Francisco Fire Code, establish new requirements for owners of residential buildings.

The new requirements include having building owners provide residential tenants with updated information on fire safety and smoke alarm requirements, post fire safety-related information in common areas of their buildings, file and post a Statement of Compliance form for annual fire alarm testing, and post the building manager contact information at the building entry. The requirements and effective dates vary based on the total number of residential units in each building and when the legislation was approved. Failure to comply with these requirement will lead to violations being issued.

The new code requirements and compliance dates are available on the San Francisco Fire Department - Bureau of Fire Prevention website at sf-fire.org under the *Building Owner's Requirements* link. On the site you will find the necessary forms, examples of signs, sample letters to residents, and other helpful information to assist you with compliance.

If you would like more information after visiting our website, please visit our office at: 698 2nd Street, Room 109, between 8am-4pm, Monday-Friday or call 415-558-3300. The San Francisco Fire Department Bureau of Fire Prevention is available to answer your questions.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan de Cossio".

Dan de Cossio
Fire Marshal

San Francisco Fire Department
Division of Fire Prevention & Investigation
698 Second Street, Room 109 San Francisco, CA 94107
Office (415) 558-3300 Fax (415) 558-3323