



**Office of Louisiana State Fire Marshal**  
Code Enforcement and Building Safety

Department of Public Safety and Corrections  
Public Safety Services



H. BUTCH BROWNING  
STATE FIRE MARSHAL

February 27, 2015

Dear Chief:

I support and encourage all Fire Service professionals in the State of Louisiana to take an aggressive effort to prevent fires through active enforcement, educational and investigative support. The Louisiana Office of State Fire is responsible for taking steps necessary and proper to protect life and property from the hazards of fire and of panic which may arise from fire or from the threat of fire or explosion.

It is necessary for the State Fire Marshal to remain cognizant and in full support of the Louisiana Fire Service. Many parish and city governments have taken the proactive approach to fire safety through creation of a Fire Prevention Bureau. These bureaus are a very important component of fire and life safety in the State of Louisiana.

A Fire Prevention Bureau is defined in Louisiana RS 40:1563 as, "any agency of a locally governed jurisdictions staffed by qualified individuals whose qualifications have been reviewed by the fire marshal whose responsibility it is under the laws of ordinances of that locally governed jurisdiction to inspect structures, watercraft and movables for compliance with m the appropriate fire code applicable as provided in RS 40:1578.6 and to conduct investigations of fires in accordance with the provisions of RS 40:1566 and RS 40:1568.

As your State Fire Marshal, I stand committed to fully support every effort of fire protection and prevention in accordance with the laws of this State. We stand as partners in prevention of fire and of life safety in commercial buildings in the State of Louisiana. I am also committed to a continued collaborative relationship with all Louisiana certified Fire Prevention Bureaus.

The following guidance has been developed to assist with creation of a certified Fire Prevention Bureau in the State of Louisiana

Yours in Protection,

H. "Butch" Browning  
State Fire Marshal

Is Yours Working?

Smoke Alarms Save Lives! [Savealife@la.gov](mailto:Savealife@la.gov)

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## Sample Ordinance (New Bureau)

### Intent of the Bureau:

It is the intent of the Bureau to prescribe regulations consistent with the provisions provided in Louisiana R.S. 40:1563 as well as regulations consistent with nationally recognized good practice for the safeguarding to a reasonable degree of life and property from the hazards of fire and explosion arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the use of occupancy of building or premises. The most current State of Louisiana adopted version of the fire life safety code will be the minimum code which will be utilized by the bureau.

### The Code:

The term "The Code" in General Provisions make reference to those technical codes adopted by \_\_\_*name of organization or city*\_\_\_ to establish a reasonable level of fire safety and property protection from the hazards created by fire and explosion, including, but not limited to, the most recent State of Louisiana adopted version of the National Fire Protection Agency Life Safety Code (NFPA 101) and, as a maintenance code, the National Fire Protection Agency Fire Code (NFPA 1)

### The Bureau:

The fire prevention bureau will be headed by the Chief of the Fire Department or a person designated by the Chief of the Fire Department. Bureau will be staffed by qualified individuals whose credentials have been reviewed and accepted by the State Fire Marshal.

The bureau will conduct maintenance inspections on behalf of the fire marshal. The Fire Marshal shall have the authority to monitor the performance of the fire prevention bureau in the performance of those functions which would otherwise be performed by the Fire Marshal.

**Sample Parish/City Resolution (New Bureau)**

**For release of State Fire Marshal and any other State Entity from responsibility or liability for those inspections performed by the fire prevention bureau, or the consequences thereof, within the jurisdiction of the governing authority**

At a meeting of name of parish or city governing body of name of city or parish, Held at location the meeting was held on date the meeting was held.

Resolution assuming responsibility and liability for inspections conducted by name of fire prevention bureau.

WHEREAS name of parish or city governing body of name of parish or city, does hereby find as follows:

WHEREAS, the name of parish or city governing body created the name of fire prevention bureau to conduct fire safety inspections within city or parish in which the bureau is authorized to conduct inspections.

WEREAS, the name of fire prevention bureau was created in pursuit to Louisiana RS 40:1563.

NOW, THEREFORE, BE IT HERBY PROCLAIMED by name of parish or city governing body assumes all responsibility and liability for and releases the fire marshal and any other State entity from responsibility or liability for those inspections performed by name of fire prevention bureau, or the consequences thereof, within specific jurisdiction were fire prevention bureau is sanctioned.