



COUNTY OF LOS ANGELES

FIRE DEPARTMENT
PUBLIC SAFETY & FILM UNIT

ATTENTION!

PRODUCTION ALERT

Please be aware that a Los Angeles County Field Inspection Checklist must be completed at the beginning of each production day by a designated representative *prior* to the arrival of a Los Angeles County Fire Inspector.

If your production is not in compliance with the regulations of the Field Inspection Program, the record of this violation will be entered into the Los Angeles County Fire Department database. Future violations shall result in the suspension of production activities pending the assignment of a Fire Safety Officer or Fire Safety Advisor.

Please contact County of Los Angeles Fire Department, Public Safety & Film Unit with any questions at (818)364-8240. For your convenience, the Field Inspection Checklist is available online at www.fire.lacounty.gov

Thank you for your cooperation in making the Field Inspection Program successful for everyone.



**COUNTY OF LOS ANGELES FIRE DEPARTMENT
FILM LOCATION
FIRE SAFETY FIELD INSPECTION CHECKLIST**



PERMIT NUMBER _____ DATES OF FILMING _____
 DAY ____ OF ____ FILM DAY(S)
 LOCATION ADDRESS _____ PRODUCTION NAME _____

THIS CHECKLIST MUST BE COMPLETED DAILY FOR EACH PERMITTED FILMING LOCATION AND MUST BE AVAILABLE WITH A COPY OF THE FILM PERMIT. This completed checklist shall be:

- Provided to any County of Los Angeles Fire Department Inspector visiting the filming location.

For each item below, indicate if the location matches the statement or if it is Not Applicable. For each NO answer, corrective actions must be noted and executed before filming can continue.

Today's Date: _____

Question		Yes	No	N/A
I. ACCESS/ FIRE EQUIPMENT				
A	Are all required fire lanes kept clear (20-foot clearance)? Are all fire hydrants and Fire Department Connections (FDC's) clear of all equipment and vehicles?			
B	Are all fire sprinkler heads kept clear for proper operation (18" clearance)? There is nothing attached or hung from the sprinkler system piping.			
C	Are all sprinkler systems, standpipes, fire alarms and other fire protection equipment properly serviced and in good working order? Fire protection systems shall be disabled for filming operations only with specific approval from County of Los Angeles Fire Department and the owner of the building.			
D	Are fire extinguishers (2A-10B C min rating) and other fire and life safety equipment (exit signs, secondary lighting, etc.) properly serviced, in good working order and readily available?			
E	Is there a method of reporting an emergency to the Fire Department readily available (cell phone, landline)?			

CORRECTIVE ACTION TO BE TAKEN:

II. EXITING				
A	Have the building's exit system including the exit access, exits, and exit discharge routes been inspected to ensure they are clear of obstructions and impediments (including slip, trip or fall hazards), are clearly visible, and doors and gates not locked or hindered for immediate egress use?			
B	Are all exits free from exposure from any hazards created by the filming operation that would prevent the exit from full instant use (combustible materials, flammable liquids, LPG and pyrotechnics)?			
C	Are portable air condition, heaters, etc., installed not to block or impede exit paths, stairways or fire escapes?			
D	Have all filming locations (including roofs, basements, and mezzanine), been shown and approved on the Fire Department permit?			

CORRECTIVE ACTION TO BE TAKEN:

III. SMOKING/IGNITION SOURCES						
A	Is smoking or other open flame prohibited inside buildings and sets? If approved, are the required fire safety precautions in place and being used?					
B	Are smoking areas designated, clearly marked and supplied with butt cans?					
C	Are smoking and ignition sources prohibited near pyrotechnics/special effects, flammable liquid storage, fuel dispensing and similar areas?					
CORRECTIVE ACTION TO BE TAKEN:						

Question		Yes	No	N/A
IV. ELECTRICAL & LIGHTING				
A	Has the filming location been inspected to ensure there are no potential electrical hazards (exposed wiring, electrical boxes, etc.)?			
B	Are the electrical cables protected from physical damage, and trip hazards mitigated?			
C	Are the cables in an orderly manner to keep exits reasonably unobstructed? Are cables covered with ramps or mats in walkways, aisles or doorways?			
D	Are electrical distribution boxes or spiders kept clear of 4-foot perimeter and exits?			
E	Are all electrical panels clear for instant access (path to and 3-foot clearance in front of the panel)?			
F	Are film lights producing heat adequately separated from combustible materials; combustible construction including the fusible element of fire sprinkler heads?			
G	Is the Ground Fault Interrupter protection (GFI) being utilized when working near water or damp areas?			
H	Are connections to a building's electrical panel done by an authorized electrician with a proper building department permit?			

CORRECTIVE ACTION TO BE TAKEN:

V. BASE CAMP/ VEHICLES				
A	Is all fueled equipment, including electrical generators, shut off and electrically bonded while being refueled? Do all refueling trucks have a valid Fire Department permit?			
B	Have all generators been inspected to ensure proper electrical grounding or insulation?			
C	Are generators placed in locations that do not block access to fire protection systems or exits, and do not expose combustible materials to ignition?			
D	Is catering located in a safe area to operate? Is the catering vehicle located outside a building, tent, or other structural enclosure?			
E	Do catering vehicles have fire extinguishers (2A-10B C min rating) readily available?			
F	Where provided, is the grease cooking exhaust hood system in proper working order, and has the hood extinguishing system and grease fire extinguisher been properly serviced and maintained?			
G	Are liquid propane gas (LPG) portable containers greater than 2.5 lbs in capacity prohibited inside buildings unless, properly approved and permitted?			
H	Are all tents properly permitted; secured; and provided with the required life and safety equipment including "No Smoking" signs, fire extinguishers and exit signs? Does the tent fabric bear the proper flame retardant (CSFM Logo)?			
I	Has the vendor or site manager obtained the proper permit for all tents over 400 square feet? Has Filming in LA County provided the film production company with valid permits?			
J	Have "Picture Vehicles" including boats and other motor crafts that are placed inside of buildings, been checked to ensure the batteries are disconnected, fuel in fuel tanks does not exceed one-quarter tank or 5 gallons (whichever is less), and fuel tanks and fill openings are closed or sealed to prevent tampering? (Vehicles, boats or other motor craft equipment are not to be fueled or defueled within the building)			

CORRECTIVE ACTION TO BE TAKEN:

VI. FLAMMABLE LIQUIDS & GASES					
A	Are flammable liquids stored in approved containers (non-combustible, self-closing) and no larger than 5 gallons?				
B	Are all flammable liquids and gases kept 25 feet away from heat sources?				
C	Are LPG portable containers and other pressure vessels secured and stored outside with "No Smoking" signs and protected from vehicle traffic?				
CORRECTIVE ACTION TO BE TAKEN:					
VII. PYROTECHNIC SPECIAL EFFECTS					
A	Are there any special effects activities (pyrotechnics, open flame, etc.) permitted and scheduled for the day?				
B	Has the permit been issued? Is the permit on-site? If yes, does the pyrotechnic operator hold a valid State Fire Marshal license?				
C	Does the Fire Department pyrotechnic permit list the material used? Are there any additional fire and safety equipment for the pyrotechnic material, and has the production company been briefed? Safety meetings are required prior to any pyrotechnic activity.				
CORRECTIVE ACTION TO BE TAKEN:					
		Question	Yes	No	N/A
VIII. CONSTRUCTION/ SETS					
A	Are all sets constructed at least 20 feet away from combustible vegetation?				
B	Are flammable or combustible spray operations conducted in properly ventilated areas away from the exposures? Are "No Smoking" signs posted and fire extinguishers provided?				
C	Are combustible waste and dust in carpenter shop and other work areas cleaned and removed frequently?				
D	If rags are used with paints, solvents, and other flammables are they safely disposed of in metal safety containers with a tight fitting lid?				
E	Are combustible curtains, backdrops, window covering, trees, bushes, hay, etc. that are in a configuration that would tend to increase the fire and panic hazard fresh within a building treated with a SFM approved flame retardant?				
CORRECTIVE ACTION TO BE TAKEN:					
IX. HIGH RISE BUILDINGS					
A	If the fire and safety equipment have been disconnected, did the Fire Department and building owner approve this?				
B	Are all fire rated openings (doors in rated corridors, rated stairway, fire separation walls, etc.), kept clear of cables and equipment to be automatically closed properly?				
C	Are all aisles, corridors, stairways, and exit paths kept clear and unobstructed?				
D	Are all fire escapes kept clear as escape routes and not used for storage of any kind?				
CORRECTIVE ACTION TO BE TAKEN:					
Additional Comments					

Failure to comply with the requirements identified within this document may result in the revocation of permit and/or cancellation of film production.

Should Los Angeles County Fire Department Inspectors need further information regarding the completion of this form, please contact:

County of Los Angeles Fire Department Public Safety and Film Unit (PSFU) at (818) 364-8240.

Name_____ Title_____ Phone Number_____

Name_____ Title_____ Phone Number_____

Los Angeles County Fire Department PSFU Inspector

Signature_____ Date _____