

ASSESSING THE FIRE PREVENTION PLAN

9055

(No. 7 September, 1991)

The assessment phase of the Fire Prevention Planning Process is intended to review and evaluate the effectiveness of the Fire Prevention Plan at the end of the planning cycle. The assessment of the Unit Fire Prevention Plan is an optional activity, but is strongly encouraged. The submission of summaries and reports described below is a mandatory activity. Before beginning the planning for the next cycle, it is prudent to evaluate the overall plan, individual activities, and the resulting program needs for the upcoming planning cycle.

It is essential to understand the benefits and deficiencies of the previous plan. As part of this assessment, a series of annual reports have been consolidated into this planning process, providing for a common due date of March 15th.

OBJECTIVES

9055.1

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The assessment phase of the Fire Prevention Planning Process is designed to provide the Unit Chief with a formalized set of management and analysis tools to evaluate the effectiveness of program, operational, and functional activities. This process will provide the opportunity to determine:

- Program and individual success in meeting the Department's mission.
- Program and individual success in meeting the Department's Fire Prevention Goal.
- Program and individual success in meeting the Unit's Fire Prevention Plan objectives.
- A closure of the planning cycle just ending, to correct identified deficiencies, to capitalize on successful activities, and to provide information to assist in the development of the subsequent plan.

FIRE PREVENTION PLAN ASSESMENT FORMAT

9055.2

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The Unit assessment of the completed Fire Prevention Plan shall be attached to the Fire Prevention Plan for the upcoming cycle and transmitted to Region. The Plan assessment shall be assembled and formatted in the following order:

- Fire Prevention Plan ([see 9052.6](#))
- Title Page: Fire Prevention Plan Assessment and Consolidated Annual Reports
- Fire Investigation Matrix (optional)
- Fire Prevention Assignment and Analysis Worksheet (optional)

- Subtitle Page: Consolidated Annual Reports
- LE-30 Summary Report
- Volunteers-In-Prevention (VIP) Report
- LE-38 Unit Summary
- Fire Prevention Inventory and Action Summary (CDF-15)
- Civil Cost Recovery Annual Report (CDF-35)
- Fire Protection Planning Annual Report (CDF-92)

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