# Fuel Dispensing Facility Inspections

A Guide for Inspections at Fuel Dispensing Facilities and Ancillary Uses

New Jersey Division of Fire Safety Presented by: Daniel Timmerman, Fire Code Specialist This is a **general** overview of the New Jersey Uniform Fire Code's administrative, maintenance, and retrofit requirements for fuel dispensing facilities and common uses found at the same location such as motor repair facilities, convenience stores, propane filling or exchanges, electric vehicle chargers, and car washes.

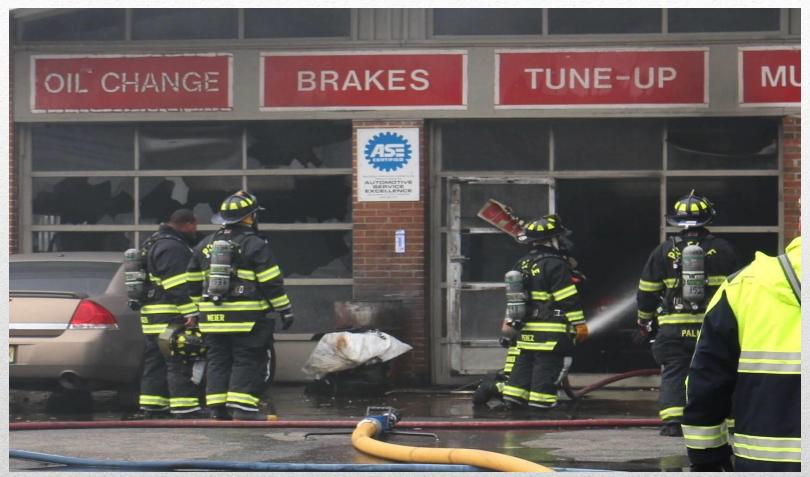
#### Purpose

#### 2018 – Ramsey, NJ – Delta



#### **Recent Gas Station Fires**

2018 – Roselle, NJ – Exxon



**Recent Gas Station Fires** 

#### 2021 – Stanhope, NJ – Phillips 66



#### **Recent Gas Station Fires**

2021 – Iselin, NJ – Shell



#### **Recent Gas Station Fires**

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#### Approach

- Inspectors have the authority to enter and conduct an inspection without prior notice, however:
  - You may ask them to come back at another time, if you are too busy. Unless they are handling an imminent complaint, they will typically work with you and come back later.
- In cases where there are multiple different agencies inspect the facility, you may consider coordinating all agencies to inspect at the same time, when practical.

## Introduction to the Inspection Process

All fuel dispensing operations are considered a *life hazard use*. A *life hazard use* is a building, structure, or part thereof defined at N.J.A.C. 5:70-2.4. *Life hazard uses* must be inspected at least once every twelve months.

## Introduction to the Inspection Process

- Fuel Dispensing operations
  - N.J.A.C. 5:70-2.4A(d)2: All buildings or locations where flammable and/or combustible liquids are stored and dispensed to motor vehicles, including aircraft and marine motor craft.
  - N.J.A.C. 5:70-2.4A(f)1: All buildings or locations where flammable and/or combustible liquids are stored and dispensed to motor vehicles, and used for the service of motor vehicles, including aircraft and marine motor craft.
- Additional life hazard uses on the premises will also be registered because each life hazard is separate and distinct. The most common uses at gas stations includes:

#### **Registration Requirements**

- Above ground aggregate storage of more than 660 gallons of class I flammable liquids, or class II or IIIA combustible liquids.
  - Class IIIB does not require registration.
- Any installation of Liquefied Petroleum Gas (LPG) or Liquefied Natural Gas (LNG) utilizing storage containers of over 1000 gallons (water capacity) or aggregate of 2000 gallons (water capacity).
  - Dispensing of LPG and LNG does not require separate registration at motor vehicle dispensing facilities.

Permits are required to be obtained for activities specified at N.J.A.C. 5:70-2.7(a).

- Common activities requiring permits that may be found at fuel dispensing facilities include:
  - Welding/cutting;
  - Aggregate storage of class I flammable liquids more than 10 (inside) or 60 (outside) gallons but less than 660 gallons;
  - Aggregate storage of class II/IIIA combustible liquids more than 25 (inside) or 60 (outside) gallons but less than 660 gallons;
  - Cooking operation that requires suppression;
  - Outside storage LPG/LNG/other compressed gas exchange program

#### **Permits**

 Periodic inspections are required for all premises in the state, except owner occupied one- and two-family or attached single family structures used exclusively for dwelling purposes.

## Conducting the Inspection

- Looking at the details
  - Where can you find the technical requirements?

The technical requirements of the New Jersey Uniform Fire Code can currently be found in the 2015 International Fire Code, New Jersey Edition.

### Conducting the Inspection

The Uniform Fire Code provides general and operational regulations for all motor fuel-dispensing facilities, whether they are automotive, aircraft, or marine facilities.

Additionally, specific provisions exist for flammable and combustible liquids, liquefied petroleum gas (LPG), liquefied natural gas (LNG), and Hydrogen fuel dispensing and storage.

#### **Fuel Dispensing Facilities**

An approved, clearly identified and readily accessible emergency disconnect switch shall be provided at an approved location to stop the transfer of fuel to the fuel dispensers in the event of a fuel spill or other emergency (2303.2)

#### **Fuel Dispensing Facilities**

The Uniform Fire Code allows fuel dispensing operations to be attended or unattended. Any retail gasoline dispensing facility must be attended per N.J.S.A. 34:3A-4 et. seq. The unattended fuel dispensing facilities are reserved for fueling by private or government entities not subject to the requirements of the Retail Gasoline Dispensing Safety Act.

#### **Fuel Dispensing Facilities**

- Dispenser operating instructions shall be conspicuously posted in approved locations on every dispenser (2304.2.3)
- Dispensing devices shall be in clear view of the attendant at all times. Obstructions shall not be placed between the dispensing area and the attendant (2304.2.4)
- The attendant shall be able to communicate with persons in the dispensing area at all times. An approved method of communicating with the fire department shall be provided for the attendant (2304.2.5)

### Attended Fuel Dispensing Facilities

- Where approved, unattended self-service motor fueldispensing facilities are allowed. As a condition of approval, the owner or operator shall provide, and be accountable for, daily site visits, regular equipment inspection and maintenance (2304.3.1)
- Same operating instructions as attended facilities which in addition must indicate the location of the emergency disconnect switch (2304.3.4)

### Unattended Fuel Dispensing Facilities

- A telephone not requiring a coin to operate or other approved, clearly identified means to notify the fire department shall be provided on the site in a location approved by the fire code official (2304.3.6)
- Dispensing equipment used at unsupervised locations shall comply with one of the following (2304.3.7):
  - Dispensing devices shall be programmed or set to limit uninterrupted fuel delivery to 25 gallons (95 L) and require a manual action to resume delivery; or
  - The amount of fuel being dispensed shall be limited in quantity by a preprogrammed card as approved

### Unattended Fuel Dispensing Facilities

A sign with the following emergency procedures must be posted in a conspicuous location(2304.3.5):

IN CASE OF FIRE, SPILL OR RELEASE

1. USE EMERGENCY PUMP SHUTOFF

2. REPORT THE ACCIDENT!

FIRE DEPARTMENT TELEPHONE NO.\_\_\_\_\_

FACILITY ADDRESS

## Unattended Fuel Dispensing Facilities

Class I, II and IIIA liquids shall not be dispensed into a portable container unless such container does not exceed a 6-gallon (22.7 L) capacity, is listed or of approved material and construction, and has a tight closure with a screwed or spring-loaded cover so designed that the contents can be dispensed without spilling. Liquids shall not be dispensed into portable or cargo tanks (2304.4.1)

### Fuel Dispensing into Portable Containers

Portable containers used for gasoline or other flammable liquid shall be red in color. Containers for kerosene shall be blue, and diesel shall be yellow. Metal or approved plastic containers must be clearly marked. (2304.4.1.1)

### Fuel Dispensing into Portable Containers

Accurate daily inventory records shall be maintained and reconciled on underground fuel storage tanks for indication of possible leakage from tanks and piping.

## Dispensing Flammable and Combustible Liquids

The records shall be kept on premises or made available for inspection by the fire code official within 24 hours of a written or verbal request and include records for each product showing daily reconciliation between sales, use, receipts and inventory on hand.

## Dispensing Flammable and Combustible Liquids

Where there is more than one system consisting of tanks serving separate pumps or dispensers for a product, the reconciliation shall be ascertained separately for each tank system. A consistent or accidental loss of product shall be immediately reported to the fire code official. (2306.2.1.1)

## Dispensing Flammable and Combustible Liquids

Dispenser hoses for Class I and II liquids shall be equipped with a listed emergency breakaway device designed to retain liquid on both sides of a breakaway point. Such devices shall be installed and maintained in accordance with the manufacturer's instructions.

#### **Emergency Breakaway Devices**

Where hoses are attached to hose-retrieving mechanisms, the emergency breakaway device shall be located between the hose nozzle and the point of attachment of the hose-retrieval mechanism to the hose. (2306.7.5.1)

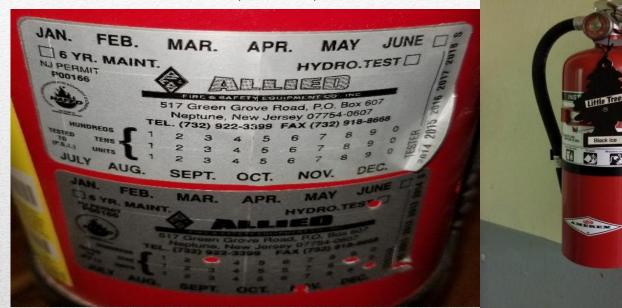
### **Emergency Breakaway Devices**

#### Portable fire extinguishers: Where required (906.1)

- 1. New and existing Use Groups A, B, E, F, H, I, M, R-1, R-2, R-4, S
- 2. Within 30 feet (9144 mm) of commercial cooking equipment.
- 3. In areas where flammable or *combustible liquids* are stored, used or dispensed.
- 4. On each floor of structures under construction, except Group R-3 occupancies, in accordance with Section 3315.1.
- 5. Where required by the sections indicated in Table 906.1.
- 6. Special-hazard areas, including but not limited to laboratories, computer rooms and generator rooms, where required by the *fire code official*.

• Fire extinguishers shall be selected, installed, and properly maintained in accordance with Section 906 and

NFPA 10-2013 (906.2)





- In a conspicuous location along normal paths of travel unless determined by the fire code official to pose a hazard (906.5)
- Portable fire extinguishers shall not be obstructed or obscured from view (906.6)
- Portable fire extinguishers must be mounted where not housed in approved cabinets (609.7)

#### Additional required portable fire extinguishers

Approved portable fire extinguishers complying with Section 906 with a minimum rating of 2-A:20-B:C shall be provided and located such that an extinguisher is not more than 30 feet from pumps, dispensers or storage tank fill-pipe openings.

\*Note: There is an inconsistency with N.J.A.C. 12:196-1.9 which requires a minimum 2-A:40-B:C rating in accordance with the New Jersey Uniform Fire Code.

In accordance with N.J.A.C. 5:70-1.5(d), All regulations, other than this Code, promulgated by any State agency with regard to fire safety in existing buildings, structures and premises subject to this Code shall, to the extent of any inconsistency with this Code, be deemed to have been superseded by this Code.

### Fire Extinguishers Additional Requirements

#### Additional required portable fire extinguishers

- Portable fire extinguishers for commercial cooking equipment (904.12.5)
  - Shall be within 30 feet of cooking equipment
  - Cooking equipment involving solid fuels, vegetable oils, or animal fats shall be protected by a Class K rated portable extinguisher

## Fire Extinguishers Additional Requirements

- Is there a suppression system?
  - If yes, is properly tagged and appears to be in good order?
    - Kitchen suppression systems need to be checked every six months (904.12.6.2)
    - Fusible links should be replaced at least annually (904.12.6.3)
    - Positioning of the nozzles in relation to the actual cooking equipment (904.12.6.1)

#### **Commercial Kitchens**

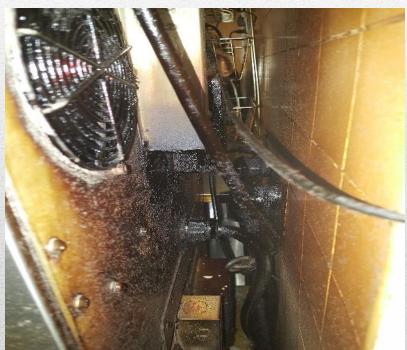
- COMMERCIAL KITCHEN HOODS (609.1)
  - Grease filters must be properly fitting and aligned, and must be cleaned regularly
- Ductwork and exhaust fan clean (609.3.3.2)
- Cleaning schedule (609.3.3.1)
  - Copies of cleaning must be available to inspector (609.3.3.1.1)



- Listed or labeled. Appliances shall be listed or labeled for the purpose they were designed for (104.3 or 605.7)
  - These include, griddles, waffle irons, toasters, microwaves, and other cooking appliances
    - No residential appliances may be used in a commercial kitchen
    - Residential use coffee makers and microwaves can be used in employee break rooms
  - Must be maintained as per manufacturers instructions as per fire code

#### **Commercial Kitchens**

- Appliances must be clean
- The space around the cooking appliances must be clean
  - Floor, walls, ceiling
  - Electrical outlets, storage rooms/closets
  - Counters



**Commercial Kitchens** 

- In addition to the system being tagged, did you receive a copy of the correct service report?
  - Beginning with the adoption of the IFC NJ 2015 N.J.A.C.
     5:70-3, N101.1 now requires contractors to use one
     standardized form
  - Review and upload a copy of the report (report must be legible)
  - Are there deficiencies noted on the report?
    - If yes, are they legitimate violations or are they recommendations?

		KITCHEN SYSTEM REPORT - PAGE 1									
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3 Was the monitoring company notified?			•	23 Proper number and placement of detectors/links?	0	0	)				
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8 System found to be at proper pressure upon enreal?	D	ш	ш	25. Replaced links with proper temperature rating?	ш	0					
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System [and app lance layout] appear unchanged since last service?	п	0	п	al Degrees al Degree	5						
9 Were the nozzle cape in place at time of arrival?	п	0	0	27 Is the manual reset for electric gas valves operational?	0	D					
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11 Ploing/conduit/cabling fee from observable obstructions?				29 Did all gas appliances shut off upon system operation?	0	P					
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13 Cornect nezzle type(s) for professed equipment, prenum and dueta?	п		0	31. Did the alarm system activate when the system tripped?		D					
14 Nezzle(s) properly positioned over appliances?	D	ш	п	52 Did control head(size) inder releasing device(s) operate property?	п	D					
15. Nearle(s) properly positioned in duct(s) and planum(s)?	ш		п	Cylinders and Agent							
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18 Hazard configuration appeared to remained unchanged?	D	0	0	36 Are all by Indees securely mounted?	0	D					
19. Are all observable penetrations to the hood and duct sealed?	D	0	0	GP Cartridge inspected or replaced within mitty's recommended interval (in applicable)? Weight		п					
20 No readily observable obstructions or interference that could impact effectiveness of the suppression system?	D	0	0		0	0					
NOTIFICATION OF DEFICIENCIES				CUSTOMER IN			0.5				
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# NOT PERMITTED

TRENTON, NJ 08618-3943 609-989-7700 FAX:609-989-7410 www.JWKennedyLLC.com	INSPECTION REPORT Kitchen System NJ Lic. #P00001				
System is Compliant with NJAC 5:70-3	System is Non-Compliant				
THIS FORM WILL BE FILED WITH THE LOCAL AHJ	KITCHEN SYSTEM REPORT - PAGE 1				
WORK ORDER NUMBER DATE JOHN CONTACT  ADDESSOR  COMPANY  Robessor  Chortes School	PHONE (69-391-7737 (X 31101) HAZARD AREA PROTECTED.  JAX CAPACK V GYEN KANA				
ADGRESS A CITY	NUM OF NOZZLES ZIP O6638 CUSTOMER NUMBER				
AHI/FIRE PROTECTION DISTRICT INSPECTIO	DUCT PLENUM APPLIANCE				
INITIAL ACTIONS / OBSERVATIONS Y N NA	SYSTEM FUNCTIONAL TEST Y N N				
1 Last Serviced By? 3 W PC 2 4 4 4 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	25 System disarmed per manufacture's recommendations?  26 Mechanical detection line tested and found to operate properly?				
3 Was the monitoring company notified?	27 Proper number and placement of detectors/links?				
4 System found charged and functioning at time of technician's arrival?	28 Did the system operate properly from activation of a manual pull station?				
5 System un-tampered with since last visit?	29 Gas shut-off valve installed and working properly? (Note Location)				
6 System found to be at proper pressure upon arrival? 1 751	30 Replacement links with proper temperature ratings?				
VISUALLY CHECK SYSTEM Y N NA	at 360 DegreesatDegrees				
7 Baffle-type filters installed in hood?	atDegreesatDegrees				
8 System (and appliance layout) appear unchanged since last service?	atDegreesatDegrees				
10 Visible piping and nozzles properly connected, braced, and free of damage?	31 is the manual reset for electric gas valves operational?				
11 Plping/conduit/cabling free from observable obstructions?	32 Did all electrical appliances shut off upon system operation?				
A NORTH THE PROPERTY OF THE PR	33 Did all gas appliances shut off upon system operation?				
13 Annual purge performed 2/3/019	34 Did the make up air shut down?				
	MO				
15 Nozzle(s) property positioned over appliances?	35 Did the alarm system activate when the system tripped?				
16 Ansul regulator within test date?	36 Did control head(s)/cylinder releasing device(s) operate properly?				
17 Nozzle(s) properly positioned in duct(s) and plenum(s)?	CYLINDERS AND AGENT Y N N				
18 Ansul busting disc in place?	37 Cylinder pressure 17 5 PSI XI 🗆				
19 Is there a fan warning sign on hood?					
20 Tron positioning-onling agent mentioning relieves mentioning and and an arrangement of the contract of the	38 Hydrostatic test date of cylinder checked. Due: 10 7 2023 X				
HAZARD INSPECTIONS Y N NA	A 39 Were all cylinders free of signs of external corrosion and/or damage? A L L				
21 Hazard configuration appeared to remained unchanged?	40 Were all cylinders securely mounted?				
22 Hood & filter's free from excessive grease?	41 Cartridge Inspection or replaced within mfg's recommended 💢 🔲				
23 Are the observable penetrations on the hood and duct scaled?	interval (If applicable)? Weight 42 Replaced 2 301				
24 No readily observable obstruction or interference that could impact					
effectiveness of the suppression system?  NOTIFICATION OF DEFICIENCIES	CUSTOMERS INITIALS:				
A most made to the adjacent how indicates that deficiencies exist with the current condition of	the Fire Suppression System. If this is the case, the customer's authorized representative, by his or h US SAFETY CONCERN that the customer must correct. Service Company shall not be responsible if				

- Maintain exits: must not be compromised or blocked
  - Includes the accumulation of snow or ice (1031.5)
  - Tables, chairs, showcases, holiday displays, vending machines or other obstructions shall not block aisles, hallways, egress to the exits or exits (1031.10)
  - Security devices affecting the means of egress are subject to the approval of the fire code official (1031.3.1)
  - Decorations, furnishings, drapes cannot obstruct exit signs (1031.7)

## **Means of Egress**

#### Three components to the means of egress

- Exit Access
  - The portion of a means of egress that leads from the occupied portion of the building to an exit.
- Exit
  - The portion of a means of egress between the exit access and exit discharge, includes exit passageway, exterior door, stairs and ramps.
- Exit Discharge
  - The portion of a means of egress between the termination of the exit and the public way

## **Means of Egress**

- Artificial lighting is required for all exits and exit discharges N.J.A.C.5:70-4.11(i)1
- Where more than one exit or exit access is **required**, lighted exit signs are required N.J.A.C.5:70-4.11(k)

## **Means of Egress**

- Use of multi-plug adaptors such as cube adaptors, unfused plug strips and other unlisted electrical adaptors not permitted (605.4)
  - Relocatable power taps shall be of the polarized or grounded type, equipped with overcurrent protection, and shall be listed in accordance with UL 1363 (605.4.1)
  - Relocatable power taps shall be directly connected to a permanently installed receptacle (605.4.2)

• Power tap cords cannot extend through walls, ceilings, floors under doors or floor coverings, or be subject to environmental or physical

damage (605.4.3)



#### Electrical

- Extension cords cannot be used in place of permanent wiring and cannot be affixed to structures nor extend through walls, ceilings, floors and not be subject to environmental and physical damage (605.5)
- Unapproved conditions. No open junction boxes or open wire splices (605.6)
  - switches and electrical boxes shall have covers
- Unused electrical equipment, fixtures, circuits, wiring and devices shall be removed or properly secured in place and maintained (605.11)
- Electrical service equipment shall have a working space not less than 30" in width and 36" in depth (605.3)

#### Electrical

- Space heaters (605.10)
  - Listed and labeled (605.10.1)
  - Plugged directly into outlet (605.10.2)
  - No extension cords (605.10.3)
  - Three feet clearance of any combustibles. Operated only in locations for which they are listed (605.10.4)

#### **Space Heaters**

A sign with the following emergency procedures must be posted in a conspicuous location:

- 1. No smoking.
- 2. Shut off motor.
- 3. Discharge your static electricity before fueling by touching a metal surface away from the nozzle.
- 4. To prevent static charge, do not reenter your vehicle while gasoline is pumping.
- 5. If a fire starts, do not remove nozzle—back away immediately.
- 6. It is unlawful and dangerous to dispense gasoline into unapproved containers.
- 7. No filling of portable containers in or on a motor vehicle. Place container on ground before filling.

## **Information Signs**

- Motor oil, waste oil, and other IIIB combustible liquids must be stored in approved tanks and containers (2311.2.2)
- Materials susceptible to spontaneous ignition, such as oily rags must be disposed of in approved, listed, self-closing metal containers (304.3.1 and 2311.2.3.2)

## Oils and Oily Waste

- Trash containers exceeding 40 gallons (5.33cf) shall be provided with lids. Shall be noncombustible or approved combustible materials (304.3.2)
- Dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings or combustible roof eave lines (304.3.3)

#### Dumpsters

N.J.A.C. 5:71-3.5(c) Whenever an inspector observes a violation of some law, ordinance or code of the jurisdiction that is not within the inspector's authority to enforce, the inspector shall report the findings to the official having jurisdiction in order that such official may institute the necessary corrective measures.

#### Referrals

At times, it may be necessary to send a referral to another agency (fire department/hazardous materials response, health department, construction official, or Department of Environmental Protection, etc.)

#### Referrals

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#### Questions or Comments?



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