

UC Berkeley
Office of Environment, Health & Safety

Fire Prevention Division

Campus Appeal Process for Code Application or Violation Disputes

September 28, 2015

In accordance with the Memorandum of Understanding between the Office of the State Fire Marshal and the Regents of the University of California (effective date May 22, 2015), the UC Berkeley campus Office of Environment, Health & Safety (EH&S) Fire Prevention Division (FPD) has established this formal appeal process to facilitate dispute resolution at the campus level.

When a campus entity wishes to appeal a dispute regarding one or more requirements enforced by an FPD staff member, the issue will be discussed with the Lead Designated Campus Fire Marshal (Lead DCFM).

If this discussion does not resolve the dispute, the issue will be discussed in an in-person meeting involving:

1. The involved FPD staff member
2. The Lead DCFM
3. The appropriate department head or dean (for issues in academic units)
4. The project manager (for construction projects)
5. The Campus Counsel or his/her designee

Any mutually-agreeable resolution developed through this local appeals process will be documented by the Lead DCFM and communicated in writing to all meeting participants. Only in the event this meeting does not result in a resolution will the procedures outlined in the OSFM/UC MOU be implemented to forward the issue to the appropriate OSFM Division Chief.