

5. PRE-INSPECTION PROGRAM

A pre-inspection program can improve compliance, foster good public relations with homeowners, reduce law enforcement action and reduce overall staffing and cost requirements. Pre-inspection activities include media notification of potential inspectees, mail-out information, homeowner self-inspection mail-outs and homeowner confirmation of compliance with codes. Consider the following:

- Time of year (emphasize usually during spring months).
- Large numbers of absentee ownership, i.e., summer homes.
- Limited availability of staff, including fire crews.
- Adds emphasis to high and critical fire hazard severity areas.

5.1 Advance Notice

Advance notice (letters/postcards and media messages) used in combination with inspections produces the most effective results for the amount of time and work invested. The advance notice (letter/postcard) should contain the following:

- The necessity of fire hazard reduction.
- Notice that the department will be contacting the property holder to make a fire prevention inspection and the approximate date.
- What the inspection will consist of.
- The measures necessary for the owner to complete in order to adequately reduce the fire hazards. This can be keyed to an enclosed Fire Law Excerpts pamphlet or other attachment.
- Agency contact, address and phone number for more information.