



COALINGA FIRE DEPARTMENT

GREG DUPUIS, FIRE CHIEF

300 W. Elm Ave • Coalinga, CA 93210 • Phone (559) 935-1652 • Fax (559) 935-1638

CITY OF COALINGA FIRE DEPARTMENT

FIRE PREVENTION STANDARD

STANDARD TITLE:	404.003 RED TAG/STOP WORK ORDER	
STANDARD NUMBER: 404.003	EFFECTIVE DATE: 1 October 2022	REVISION DATE: 1 October 2022

PURPOSE

The purpose of this policy is to outline the requirements for posting a Red Tag/Stop Work Order.

APPLICATION

This policy applies to building owners and/or tenants who own or occupy a building or tenant space where violations presenting a distinct hazard are present, as noted in the California Fire Code (CFC) or Coalinga Fire Department (CFD or Department) policy.

OPERATIONAL POLICY

If a site is discovered to be out of compliance with construction requirements or has a distinct hazard as noted in the CFC or Department policy, staff shall compile a list of all non-compliant issues found and immediately contact the Fire Marshal, a Supervising Fire Prevention Inspector, or a Senior Fire Prevention Inspector for assistance and further direction.

OPERATIONAL GUIDELINE

This section intentionally left blank.

PROCESS

WHEN POSTING A RED TAG/STOP WORK ORDER:

1. Complete the FPD-F-71, Red Tag/Stop Work Order, and prominently post at each entrance of the premises or site.
2. The building premises will be evacuated, and operations ceased.
3. Photographic documentation will be taken of each violation.
4. Complete the FPD-F-4, Fire Inspection Record Notice. Write "Red Tag/Stop Work Order Posted" at the top of the form.
5. Notify the general contractor, owner, or occupant in charge at the site.
6. Upon return to headquarters, enter the information into Emergency Reporting and send a letter to the premises owner(s) and occupant(s) with the list of violations to be corrected. Notify support staff to cancel all scheduled construction appointments and to not schedule any other inspections at the site until further notice.



COALINGA FIRE DEPARTMENT

GREG DUPUIS, FIRE CHIEF

300 W. Elm Ave • Coalinga, CA 93210 • Phone (559) 935-1652 • Fax (559) 935-1638

CITY OF COALINGA FIRE DEPARTMENT

FIRE PREVENTION STANDARD

STANDARD TITLE:	404.003 RED TAG/STOP WORK ORDER	
STANDARD NUMBER: 404.003	EFFECTIVE DATE: 1 October 2022	REVISION DATE: 1 October 2022

7. If the Red Tag/Stop Work Order is on a new construction site, notify the Planning and Development Department Records Division.
8. For any or all violations not related solely to Fire, contact Code Enforcement Division.
9. Once the hazards or other requirements have been addressed and approved per the Fire Marshal, or designee, site operations and inspections may resume.

INFORMATION

This policy provides direction for the minimum, temporary, firefighting water supply requirement when public water mains and hydrants have not been installed for homes in single-family residential developments. The fire code official may permit the use of temporary water supplies and fire access for single-family residential developments that wish to begin construction of homes before the municipal water supply is available and permanent access roads have not been installed. Additional requirements may be required, and the determination shall be made at the sole discretion of the fire code official.

DEFINITIONS

This section intentionally left blank.

CROSS REFERENCES

Administrative Manual
Section 404.001, Housing Tract Clearance for Combustible Materials and Occupancy