

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 25 A-108
November 10, 2025

From: Chief of Department
To: Distribution List "A"
Subject: H-120 Pilot of Fire Boats Application Filing - AMENDED
Reference: Rules and Regulations, Section 403
Enclosures: H-120 Pilot of Fire Boats Job Announcement - AMENDED

Officer Endorsement:

Section 1022 - R. & R. _____

1. The application process for the H-120 Pilot of Fire Boats position has been amended and is now open. **The minimum qualifications have been amended.** Applications are being accepted through an online process only.
 - Visit <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/> and begin the application process. The direct link to the H-120 Pilot job announcement is <https://us.smrtr.io/4cFPc>
 - Scroll down to Fire Department and select H-120 Pilot of Fire Boats, job announcement
 - Select the "I'm Interested" button and follow instructions on the screen
2. Applicants may be contacted by email about this recruitment and, therefore, it is their responsibility to ensure that their registered email address is accurate and kept up to date. Also, applicants must ensure that email from CCSF is not blocked on their computer by a spam filter. To prevent blocking, applicants should set up their email to accept CCSF mail from the following addresses @sfgov.org and @smartrecruiters.com.
3. Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. **Failure to receive this email means that the online application was not submitted or received.**
4. If you have any questions regarding this application process, please contact the Human Resources Analyst listed on the job announcement.
5. A completed application must be submitted online by **5:00 PM on Monday, December 1, 2025. Failure to submit the completed application online by 5:00 PM on December 1, 2025, will result in exclusion from the examination process.**
6. **This General Order replaces GO 25 A-105.**



Dean M. Crispin
Chief of Department



City and County of San Francisco

Pilot of Fire Boats -Fire Department (H120)

- 399 The Embarcadero, San Francisco, CA 94105, USA
- Full-time
- Exam Type: Class Based Test
- Eligible List Type: Entrance
- Certification Rule: Rule of Ten
- Fill Type: Permanent Civil Service
- Work Hours: 24-hour Watches
- Job Code and Title: H120-Pilot of Fire Boats

Company Description

Clerically amended on November 6, 2025 to correct minimum qualifications.

Application Opening – October 17, 2025
Application Deadline Extended– December 01, 2025

Compensation Range: \$201,578.00 Yearly
Recruitment ID: C00359

Established in 1866, the San Francisco Fire Department is rich in tradition and history. From the Great Earthquake and Fire of 1906 to the Loma Prieta Earthquake of 1989, the Department has grown to meet the many challenges along the way. Today, the San Francisco Fire Department serves an estimated 1.5 million people, providing fire suppression, fire prevention and emergency medical services to the residents, visitors and workers within San Francisco's 49 square miles.

Job Description

Under general supervision is responsible for the safe piloting and navigation of a fire boat in response to fire alarms, emergency incidents, public service activities, training, and other activities requiring the support or services of the vessel; maintains the vessel's equipment in top operational condition; keeps up-to-date logs and other records in accordance with local,

state, and federal regulations; ensures that personnel aboard the fire boat adhere to safety standards; and performs other related duties as required.

DISTINGUISHING FEATURES

An H120 Pilot of Fire Boats is distinguished from H110 Marine Engineer in that the H120 is responsible for piloting and navigating the fire boat, and the H110 is responsible for the mechanical and electrical systems, and engine room of the fire boat.

SUPERVISION EXERCISED

Supervises boat crew.

Major, Important, and Essential Duties

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Operates the vessel's pilot house and bridge equipment while responding to an emergency or service, or in preparation to get underway.
2. Takes the helm, gives engine orders, and operates propulsion controls, radar, compass, radio, and other communications and navigation equipment.
3. Navigates the fire boat in all weather conditions and at all hours of the day in response to all calls requiring fire boat support and services.
4. Participates in fire suppression duties as necessary and practicable.
5. Maneuvers fire boats in position to enable crew members' maximum effectiveness to fight fires and protect life and property.
6. Takes effective damage control measures to save personnel and equipment in case of casualty or emergency caused by collision, grounding, foundering, explosion, or fire.
7. Inspect fire boats and equipment and performs or arranges for required maintenance of a variety of deck and navigation equipment.
8. Participates in cleaning, scaling and painting duties, performs minor repairs and alterations to topside areas, holds, and deck equipment.
9. Maintains up-to-date log books and other records in accordance with local, state, and federal regulations.
10. Ensures all personnel aboard the fire boat adhere to safety standards.
11. Participates in inspections of occupied and unoccupied buildings and other structures in the area of the San Francisco Bay for fire suppression planning purposes.

Minimum Qualifications

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

This selection process is open to individuals meeting **all of the** minimum qualifications listed below **at the time of application filing**.

Experience:

Experience operating a vessel of more than 200 gross tons in close quarters and under constantly changing circumstances on the San Francisco Bay and nearby inland waters.

License and Certification:

1. Possession of a current license of more than 200 gross tons issued by the United States Coast Guard in any of the following categories:

- Master's license valid for ocean, coastwise, or inland
- Master Freight and Tow
- Master (Operator), Un-inspected Towing Vessels

2. Above license must include radar endorsement.

3. Pass federally mandated random drug screening.

Desirable Qualifications:

The stated desirable qualifications may be used to identify job finalists at the end of the selection process when candidates are referred for hiring.

1. Recent experience maintaining and operating vessels on the San Francisco Bay and in its tributaries.

2. Recent experience operating tugboats and/or fireboats.

A completed application must be submitted by the final filing date.

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Knowledge, Skills and Abilities

Knowledge of: navigation rules and regulations; safety procedures in hazardous conditions; seamanship; nautical terms; applicable piloting and navigation instructions and directives; operational and tactical maneuvering of fire boats during emergency response; aids and hazards of navigation in the Bay; depths of water in the Bay; characteristics of local waters, tides, currents, winds, weather, and general hydrographs; locations of all berths, anchorages, and other facilities in the area of the San Francisco Bay; local, state, and federal laws, rules, and regulations pertaining to the operation of vessels in the Bay, ocean, and inland waters; use and care of a fire boat navigation system; Fire Department communications system related to fire boat operations; fire boat command structure and how it relates to the Incident Command System; sources of information relating to laws, rules, and regulations affecting navigation of vessels in the Bay; objectives, principles, and practices of waterfront pre-fire planning; Fire Department organizational functions, rules, regulations, and procedures; and principles of supervision and training.

Ability or Skill to: Effectively operate and maneuver a fire boat in emergency situations in all types of weather and at all hours of the day; work effectively with others; properly and effectively use Fire Department equipment; think quickly and use good judgment in making decisions under stressful circumstances or under adverse situations; communicate effectively both orally and in writing to members of the department, the public, or representatives of other agencies; establish and maintain good working relations with employees and the general public; complete all necessary reports, correspondence, and documentation as required in the performance of assigned duties (e.g., journal entries, log books, etc.); navigate a fire boat using radar, radios, signal equipment, etc.

VERIFICATION:

A copy of the current valid license issued by the United States Coast Guard must be received in by 4:00 PM on December 1, 2025. The verification must be submitted by email to DHR_publicsafety@sfgov.org [specify H120 in the subject line]. Applicants who do not submit the verification by the deadline may be disqualified.

Candidates who are listed on the eligible list, but do not yet have radar endorsement, will be placed under waiver on the list and will not be eligible for consideration for hire until such time as radar endorsement has been submitted.

Note: Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification for this and future job opportunities with the City and County of San Francisco.

Selection Process

Note: Applicants who meet the minimum qualifications are not guaranteed to advance through all of the steps in the selection process.

Additional selection processes may be conducted by the hiring department prior to making final hiring decisions. Pending the availability of permanent positions, candidates may be offered the option of working a limited number of shifts on an as-needed basis.

Each qualified applicant's application and supplemental questionnaire may be reviewed by Subject Matter Experts with regard to how well the applicant's experience matches the requirements of the position. Those candidates whose experience is determined to most closely match the requirements of the position will be invited to participate in a performance exercise. Possession of the minimum qualifications does not guarantee advancement in the process, and the decision of the screening committee is final.

Qualified applicants will be notified by mail of the exact date, time, and location of the performance exercise approximately 30 days in advanced prior to test administration. Candidates must successfully complete the performance exercise to receive a final score.

Performance Test (100%): The performance exercise will be designed to measure knowledge areas and abilities including, but not limited to the following: knowledge of navigation rules and regulations; knowledge of safety procedures in hazardous conditions; knowledge of nautical terms; knowledge of applicable piloting and navigation instructions and directives; knowledge of the operation and tactical maneuvering of fireboats during emergency and non-emergency operations; knowledge of the aids and hazards to navigation in the Bay; knowledge of the depths of water in the Bay; knowledge of the characteristics of local waters, tides, currents, winds, weather, and general hydrographs; knowledge of the locations of all berths, anchorages, and other facilities in the area of the Bay; knowledge of local, state, and federal laws, rules, and regulations pertaining to the operation of vessels in the Bay, the ocean, and inland waters; knowledge of compass errors; knowledge of the use and care of the fireboat navigation system; knowledge of sources of information relating to laws, rules, and regulations affecting the navigation of vessels in the Bay; knowledge of the principles of supervision and training; ability to effectively operate and maneuver fireboat in emergency situations in all types of weather and at all hours of the day; ability to work effectively with others; ability to properly and effectively use Fire Department equipment; ability to think quickly and use good judgment in making decisions under stressful circumstances; ability to communicate effectively both orally and in writing to Department members, members of the public, and personnel from other agencies; ability to establish and maintain effective working relations with other employees and the general public; ability to efficiently complete all necessary reports, correspondence, and documentation as required in the performance of assigned duties; ability navigating a fireboat using radar, radios, signal equipment, etc., ability to attach to and tow a vessel in distress; and ability to operate a vessel with draft restrictions.

Certification

In accordance with Civil Service Rule 313.3.4, the certification rule to be used for the eligible list will be Rule of Ten.

Eligible List

The eligible list resulting from this test is subject to change after adoption (e.g., as a result of appeals), as directed by the Human Resources Director or the Civil Service Commission. The duration of the eligible list resulting from this selection process will be two years and may be extended to one additional year with the approval of the Director of Human Resources.

Notes

- 1) This announcement is issued in accordance with Civil Service Rule 310. Civil Service Rules 310, 311 and 312 relate to Class-Based Testing for the City and County of San Francisco. They specify announcement, application and examination policies and procedures, including applicant appeal rights. These rules can be obtained at <https://sfgov.org/civilservice/rules>.

Additional Information

Terms of Announcement:

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. Clerical errors may be corrected by posting the correction on the Department of Human Resources website at www.jobaps.com/sf.

The terms of this announcement may be appealed under Civil Service Rule 310.3, provided that such appeal is submitted in writing in the Department of Human Resources, 1 S Van Ness Avenue, 4th Floor, San Francisco, CA 94103-5413 by close of business on the 5th business day following the issuance date of this examination announcement. Go to <http://sfgov.org/civilservice/rules> for more information on applicable appeal rights and submission requirements under the Civil Service Rules; and for Civil Service Rules, policies and procedures on announcements, applications and examinations.

All test procedures are subject to the Civil Service Commission Rules, Volume III, Uniformed Ranks of the San Francisco Fire Department and are available at <http://sfgov.org/civilservice/rules> and the policies and procedures of the Department of Human Resources.

- [Information About the Hiring Process](#)
- [Conviction History](#)
- [Employee Benefits Overview](#)
- [Equal Employment Opportunity](#)
- [Disaster Service Worker](#)
- [ADA Accommodation](#)
- [Right to Work](#)
- [Copies of Application Documents](#)
- [Diversity Statement](#)

HOW TO APPLY

Applications for City and County of San Francisco jobs are **only** accepted through an online process. Visit <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/> and begin the application process.

- Select the “I’m Interested” button and follow instructions on the screen

Applicants may be contacted by email about this recruitment and, therefore, it is their responsibility to ensure that their registered email address is accurate and kept up-to-date. Also, applicants must ensure that email from CCSF is not blocked on their computer by a spam filter. To prevent blocking, applicants should set up their email to accept CCSF mail from the following addresses @sfgov.org and @smartrecruiters.com.

Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. **Failure to receive this email means that the online application was not submitted or received.**

Exam Analyst Information: If you have any questions regarding this recruitment or application process, please contact the exam analyst, Crystal Cervantes, at Crystal.Cervantes@sfgov.org.

Clerically Amended on 11/06/2025

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 25 A-109
November 10, 2025

From: Chief of Department
To: Distribution List "A"
Subject: H-16 Technical Training Specialist Position – Recruit Training
Reference: Rules and Regulations, Sec. 403
Enclosures: None

Officer Endorsement:

Sec 1022 – R & R _____

1. The Department is advertising for the position of H-16 Technical Training Specialist at the Division of Training. This position reports directly to the H-39 Recruit Training Captain.
2. As a member of the Director of Training's staff, the H-16 Specialist assists in the development, organization, coordination, and delivery of Department training, education and evaluation programs for Recruit and Probationary Firefighters. This is a 40-hour per week position, working four ten-hour shifts.
3. Duties and responsibilities include, but are not limited to the following:
 - Training of Recruit and Probationary Firefighters
 - Preparation and presentation of classroom lectures
 - Preparation and delivery of driver training and safety programs
4. Desired skills:
 - Comprehensive working knowledge of all aspects of field operations
 - Commitment to and enthusiasm for training
 - Excellent working knowledge of SFFD tools, equipment, and apparatus including extensive Engine and Truck experience
 - Excellent organization, interpersonal and written communication skills
 - Ability to share expertise and knowledge with Department members
 - Teaching experience
 - Fire Officer I certification
 - CFSTES Instructor 1A & 1B

5. All interested H-2 Firefighters and H-3 Level III Firefighter/Paramedics should submit a General Form Report with an updated Personal Qualification Form (PQF) attached to the **Director of Training** by close of business on Monday, November 24, 2025. Applicants who have previously applied for this position must apply again.



Dean M. Crispen
Chief of Department

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

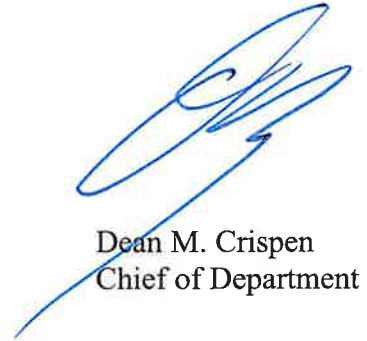
File Code 25 A-110
November 10, 2025

From: Chief of Department
To: Distribution List "A"
Subject: H-28 Training Officer Position – Recruit Training
Reference: Rules and Regulations, Sec. 403
Enclosures: None

Officers Endorsement:
Sec 1022 – R & R _____

1. The Department is advertising for the position of H-28 Training Lieutenant at the Division of Training. This position reports directly to the H-39 Recruit Training Captain.
2. As a member of the Director of Training's staff, the H-28 Training Lieutenant assists in the development, organization, coordination, and delivery of Department training, education and evaluation programs for Recruit and Probationary Firefighters. This is a 40-hour per week position, working four ten-hour shifts.
3. Duties and responsibilities include, but are not limited to, the following:
 - Training and testing SFFD recruits in the State Accredited Firefighter I Recruit Academy and probationers throughout their year-long probationary period
 - Conduct and participate in daily physical fitness training with SFFD recruits
 - Preparation and presentation of lesson plans and classroom lectures
 - Preparation, development, and implementation of driver training and safety programs
 - In addition, duties may include:
 - Manage training and testing of SFFD probationers
 - Maintain training records and performance evaluations for probationary members
 - Participate in the development of performance standards
 - Manage special projects as assigned: develop proposals, budgets, timelines, and action plans
4. Desired Skills:
 - CA State Fire Marshal Certification: Firefighter I and Firefighter II
 - CA State Fire Marshal Certification: Ethical Leadership in the Classroom
 - Comprehensive working knowledge of all aspects of field operations
 - Commitment to and enthusiasm for training
 - Excellent organization, interpersonal, and written communication skills
 - Teaching experience

- Fire Officer I certification
 - Rescue Systems I
 - Confined Space Operations
5. The position is open to all interested permanent H-20 Lieutenants who have successfully completed their probation. Interested members should submit a General Form Report with an updated Personal Qualification Form (PQF) attached to the **Director of Training** by close of business on Monday, November 24, 2025. Applicants who have previously applied for this position must apply again.



Dean M. Crispen
Chief of Department

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 25 A-111
November 12 , 2025

From: Chief of Department
To: Distribution List "A"
Subject: Company Based Modular Training: Module 16 - Annual Rescue Captain Training
Reference: Rules & Regulations, Section 403
Enclosure: None

Officer Endorsement:
Section 1022 – R. & R. _____

1. Annual Rescue Captain training will be held from December 1 through December 4, 2025, from 09:00 to 17:00 hours each day at the Treasure Island Training Facility. Permanent and Acting H-33 members are required to attend (ONE) full day per San Francisco EMSA Policy 2052.
2. The classroom training modules will include the following topics:
 - a. EMS Command Staff Address: Leadership Expectations for Rescue Captains
 - b. Managing Employee Performance (MEP) review with Investigative Services Bureau (ISB)
 - c. MEP Scenario-Based Training and Discussion
 - d. Review of HRMS Time Roll Management Practices with Assignment Office (AO)
 - e. Ambulance Patient Offload Time (APOT) System Management EMTALA Review
 - f. MCI Live Drill - Fire Ground Operations Roles and Responsibilities of the Rescue Captain
3. Attendees will be participating in a Live Drill which will require them to bring personal protective equipment (PPE) such as helmet, eye protection, EMS Jacket and structure gloves.
4. Permanent and Acting H-33 members are required to attend the training. Members required to attend will be compensated if attending in an off-duty status. Required members assigned to an administrative position will be detailed on-duty as permitted. Members on-duty or receiving compensation for attendance shall be in their Class B uniform with cap/tie.
5. ONE (1) on-duty field Rescue Captain and ONE (1) on-duty field CP Rescue Captain may be detailed per day and will be prioritized by seniority. Detail requests will be submitted to headquarters the week of November 24, 2025.
6. Members on the current H-33 eligibility list are permitted to attend; however, no compensation will be awarded for attendance.
7. Members may sign up through Appointments tab in the Fire Portal on HRMS. A maximum of 20 members per day will be allowed. Priority will be granted to members required to attend. Please contact RC Jennifer Warren at jennifer.warren@sfgov.org or RC Mark Slimick at mark.slimick@sfgov.org if you have any questions.



Dean M. Crispen
Chief of Department

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 25 A-112
November 17, 2025

From: Chief of Department
To: Distribution List "A"
Subject: Decorative Tree Inspections and Information
Reference: Section 806.1 of the 2022 San Francisco Fire Code
Chapter 1, Section 3.08, Title 19, California Code of Regulations
Enclosures: (A) BFP Informational Bulletin Re: Use of Decorative Trees in Regulated Occupancies
(B) NFPA Christmas Tree Safety Tips and Recommendations for Christmas Fire Safety (English, Spanish, and Chinese Versions)
(C) BFP Information Bulletin Re: Requirements for the Application of Flame Retardants to Decorative Trees (2023)
(D) 2025 Christmas Tree Lot List
(E) Christmas Tree Weekly Inspection Report Form

Officer Endorsement:

Section 1022 - R. & R. _____

1. Assistant Chiefs and Battalion Chiefs supervising fire suppression units are directed to inspect decorative trees in public assemblies, schools, hospitals, department stores, high-rise office buildings; and public areas of hotels, motels, and apartment buildings within their respective Divisions and Battalions to ensure compliance with the appropriate codes and regulations adopted by the State of California, as detailed in the enclosed Information Bulletin.
2. A weekly report of all inspected premises shall be forwarded to the Bureau of Fire Prevention; Attention: Fire Marshal. The inspection report (*Enclosure E*) shall include the name of the business, address, date inspected, type of tree (natural cut/artificial), pass/fail, and action taken. Inspection report forms may be printed out from AO Reports.
3. Natural cut trees are not permitted in hospitals and other facilities housing non-ambulatory persons (*see Informational Bulletin, Enclosure A*). Further, natural cut trees are only permitted in public assemblies, schools, department stores, and public areas of hotels, motels, and residential buildings with more than two units when *they are protected by an approved automatic sprinkler system*.
4. Natural cut trees in schools, public assemblies, and public areas of residential buildings shall be treated with flame retardant and shall have an approved tag certifying the application of a California State Fire Marshal approved flame retardant. The tag shall include the following information: CSFM Seal of Registration, name of flame retardant used, name of registered applicator, registration number, and date of application.
5. Natural cut trees shall be removed from buildings whenever the needles fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger. Chiefs shall remind responsible parties to check the tree daily for dryness.

6. Battalion Chiefs shall deliver a supply of *Enclosures (A), (B), and (C)* to every decorative tree lot in their Battalion for distribution to their customers, regardless of the Tree Lot's inclusion on the Battalion List. Additionally, each member shall be familiar with the provisions of *Enclosure (A)* and shall report non-compliance to their respective Battalion Chief or to the Bureau of Fire Prevention.

A handwritten signature in black ink, appearing to read "Dean Crisp", with a stylized flourish at the end.

Dean M. Crisp
Chief of Department

SAN FRANCISCO FIRE DEPARTMENT

DIVISION OF FIRE PREVENTION & INVESTIGATION

INFORMATION BULLETIN

November 8, 2023

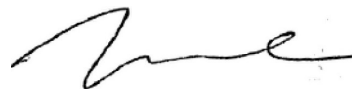
SUBJECT: USE OF DECORATIVE TREES IN REGULATED OCCUPANCIES

In accordance with the 2022 San Francisco Fire Code and Title 19 of the California Code of Regulations, the San Francisco Fire Department requires that the following regulations be observed regarding the use of decorative trees in public assemblies, schools, institutions, retail stores, high-rise buildings, and public areas of hotels, motels, apartment, and condo buildings:

1. Natural cut trees are prohibited in I-2, I-3, I-4, and R-4 occupancies. These are primarily hospitals, nursing homes, prisons, residential care facilities, and other occupancies where persons may require the assistance of others to exit.
2. Natural cut trees are permitted in the following occupancies only when they are protected by an approved automatic sprinkler system: public assemblies, schools, retail stores, high-rise buildings, and common areas of hotels, motels, apartment, and condo buildings with more than two units.
3. Natural cut trees in public assemblies, schools and common areas of residential buildings shall be fire retardant treated with a chemical approved by the California State Fire Marshal in accordance with the manufacturer's instructions. Application of the flame retardant shall be done by a certified applicator, registered with the California State Fire Marshal. Treated trees shall have a tag with the following information affixed to the base of a low branch on the tree: CSFM Seal of Registration, name of flame retardant used, name of registered applicator, registration number, and date of application.
4. Natural cut trees, where allowed, shall have the trunk bottoms cut off at least 0.5 inch above the original cut and placed in a support device in compliance with the next section.
5. Support devices for natural cut trees shall be stable and shall meet the following criteria:
 1. The device shall hold the tree securely and be of adequate size to avoid tipping over of the tree.
 2. The device shall be capable of containing a minimum two-day supply of water.
 3. The water level, when full, shall cover the tree stem at least 2 inches (51 mm). The water level shall be maintained above the fresh cut and checked at least once daily.





6. Dryness: Natural cut trees shall be removed from buildings when the needles fall off readily when a tree branch is shaken, or if the needles are brittle and break when bent between the thumb and index finger. The tree shall be checked daily for dryness.
7. Obstruction of means of egress: The required width of any portion of a means of egress shall not be obstructed by decorative vegetation.
8. Open Flame: Candles and open flames shall not be used on or near decorative vegetation. Natural cut trees shall be kept a distance from heat vents or open flames or heat-producing devices at least equal to the height of the tree.
9. Electrical fixtures and wiring: The use of unlisted electrical wiring and lighting on natural cut trees and artificial decorative vegetation shall be prohibited. The use of electrical wiring and lighting on artificial trees constructed entirely of metal shall be prohibited.
10. Artificial trees and vegetation: Artificial trees and vegetation shall meet the flame propagation performance criteria of NFPA 701. This information should be verified prior to purchase of the tree by reading the information on the packaging.

Any questions regarding decorative tree regulations may be directed to the Bureau of Fire Prevention of the San Francisco Fire Department at (415) 558-3300.



Ken Cofflin
Fire Marshal

Summary Chart — NATURAL CUT CHRISTMAS TREES

OCCUPANCY TYPE	NOT PERMITTED	REQUIRES FIRE RETARDANT	REQUIRES SPRINKLERS IN BUILDING
Hospitals, prisons, nursing homes, and residential care facilities			
Schools, public assemblies, and common areas of residential buildings			
Retail stores and high-rise buildings			

SAN FRANCISCO FIRE DEPARTMENT
RECOMMENDATIONS FOR CHRISTMAS FIRE SAFETY

The San Francisco Fire Department suggests the following recommendations to ensure that your family has a safe holiday:

Unless your building is protected by an approved automatic sprinkler system, natural-cut trees are prohibited in public assemblies, schools, institutions, retail stores, and public areas of residential buildings. For more detailed descriptions of these group occupancies, please call the Bureau of Fire Prevention at (415) 558-3300. Natural-cut trees are allowed within dwelling units in apartment buildings and condos that do not have sprinkler systems.

Natural-cut trees in schools, public assemblies, and common areas of residential buildings shall be fire-retardant treated by a California State Fire Marshal registered applicator. Such trees shall be provided with appropriate tags.

When using natural cut trees, saw off at least 1/2 inch of the trunk above the original cut and mount the tree in a support device that holds water. The device shall be stable, hold the tree securely, and be of adequate size to avoid tipping over of the tree. The device shall be capable of containing a minimum two-day supply of water.

The water level, when full, shall cover the tree stem at least two (2) inches. The water level shall be maintained above the fresh cut and checked at least once daily.

Select the location for your tree carefully. Keep the tree away from fireplaces, heating vents, wall furnaces, and other heat producing appliances which may dry out the tree.

The tree shall be removed from the dwelling or building whenever the needles or leaves fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger. The tree shall be checked daily for dryness.

Please do not use candles or other flaming devices on your tree or near other holiday decorations.

Examine the tree lights for the Underwriters Laboratories (UL) label and check the cord for signs of wear and tear. Discard if old or frayed.

Extension cords must be used with care. It is recommended that no more than 3 sets of lights be used per extension cord and power strips are surge protected. Do not place cords under rugs or in paths of travel.

When the holiday is over, and the tree is taken down, do not attempt to burn the tree in your fireplace, backyard, or front yard. Dry trees throw off tremendous amounts of heat and fire. Leave the tree in front of your house for your scavenger company on the day of your regular garbage pick-up.

(Updated 11/13/2012)





DEPARTAMENTO DE BOMBEROS DE SAN FRANCISCO
RECOMENDACIONES PARA LA SEGURIDAD
CONTRA INCENDIOS EN ESTA NAVIDAD

El Departamento de Bomberos de San Francisco recomienda lo siguiente para asegurar que su familia disfrute de días festivos seguros:

A menos que su edificio esté protegido por un sistema de aspersores automático aprobado, está prohibido utilizar árboles naturales ornamentales en las zonas públicas, escuelas, instituciones, tiendas departamentales y áreas públicas de los edificios residenciales. Para conocer descripciones más detalladas de estos sitios grupales, por favor llame a la Oficina de Prevención de Incendios al (415) 558- 3300. Sin embargo, está permitido utilizar árboles naturales ornamentales dentro de las unidades de vivienda en los edificios de departamentos o condominios.

Los árboles naturales en las escuelas, zonas públicas y áreas comunes de los edificios residenciales deberán ser tratados con retardantes contra fuego por parte de un técnico certificado. Dichos árboles deben portar las etiquetas adecuadas.

Cuando se utilizan árboles naturales ornamentales, se debe serrar al menos 1/2 pulgada del tronco por encima del corte original y montar el árbol en un dispositivo de soporte que contenga agua. El dispositivo debe ser estable, sostener el árbol con seguridad y ser del tamaño adecuado para evitar que el árbol se caiga de lado. El dispositivo debe ser capaz de contener agua para dos días como mínimo.

El nivel del agua, cuando esté lleno, debe cubrir al menos (2) pulgadas del tronco del árbol. El nivel del agua debe ser mantenido por encima del corte fresco y revisado al menos una vez al día.

Seleccione la ubicación de su árbol cuidadosamente. Mantenga el árbol lejos de chimeneas, calentadores, hornos de pared y otros generadores de calor que podrían secar el árbol.

El árbol debe retirarse de la vivienda o del edificio cuando las hojas se caigan al mover las ramas o si las hojas son frágiles y se quiebran cuando se les dobla entre los dedos pulgar e índice. Debe revisarse diariamente que el árbol no esté seco.

Por favor no utilice velas u otras cosas con llama de fuego en su árbol o cerca de otras cosas decorativas de navidad.

Examine las luces navideñas en busca de la etiqueta de Underwriters Laboratories y revise que el cable no esté desgastado o roto. No lo utilice si es viejo o está desgastado.

Las extensiones deben utilizarse con cuidado. Se recomienda que no se conecten más de 3 juegos de luces en cada extensión. No coloque los cables bajo alfombras ni en las trayectorias de paso.

Cuando terminen las fiestas, y quite su árbol, no intente quemarlo en su chimenea, patio trasero, o en el frente de su casa. Los árboles secos expiden enormes cantidades de calor y de fuego. Deje el árbol al frente de su casa para que la compañía de recolección de basura se lo lleve durante la recolección regular de basura.

(Actualizado 11/13/2012)





三藩市消防局
聖誕節防火安全建議

為了確保你的家庭可以度過一個安全的節日,三藩市消防局提出以下建議:

除非你的建築物已有了核准的自動灑水滅火系統的保護,否則禁止在公共集會場所、學校、機構、百貨公司以及住宅樓宇的公用範圍內擺放自然砍伐的樹木。請致電(415) 558-3300聯絡防火局查詢更多有關人群聚集點內容的詳情; 但是,允許在公寓建築物以及共管式房屋的住宅單位內擺放自然砍伐的樹木。

在學校、公共集會場所以及住宅樓宇的公用範圍內擺放的自然砍伐的樹木,應該要經由有執照的處理人員實施過防火措施。此類樹木必須要附有合適的標籤。

當使用自然砍伐的樹木時,要在樹幹原本切割處上方至少1/2英寸的地方平衡鋸斷,並固定在可裝水的支撐裝置上。此裝置必須要穩固,可固定樹木並且要尺寸適宜,防止樹木翻側傾斜。該裝置必須可容納至少兩天用量的水。

滿的水位應淹蓋樹幹至少兩(2)英寸的位置。水位應保持在新切割處的上方,並且每天至少查看水位一次。

謹慎選擇擺放樹木的地點。樹木要遠離壁爐、暖氣通風口、暖氣爐以及其他製熱設備,因為這些設備可能會讓樹木變得乾燥。

當搖動樹幹,發現樹木的尖突部位或樹葉頻繁的凋落時,或者如果當用拇指和食指折彎樹木的尖突部位時,發現此部位容易折斷時,就要將樹木移離住宅或建築物。必須每天查看樹木的乾度。

請勿使用蠟燭或在你樹木的其他節日裝飾品附近擺放任何其他易燃裝置。

檢查樹木燈飾的保險商實驗所標籤,並查看電線是否有磨損和劃破的跡象。如果發現此物品有破舊或磨損的跡象,請將它丟棄。

必須小心使用加長式電線。建議每個加長式電線僅供不超過3組燈飾使用。請勿將電線擺放在小地毯下面或通道上。

節日過後,就要將樹木移除,請勿嘗試在你的壁爐、後院或前院等各處燒毀樹木。乾燥的樹木可排放大量的熱能和引起火災。將樹木放在你房屋的前面地方,你的垃圾清潔公司就會在定期的垃圾清理日負責取走你的樹。

(Updated 11/13/2012)(Chinese)



DIVISION OF FIRE PREVENTION &
INVESTIGATION

INFORMATION BULLETIN

November 8, 2023

SUBJECT: REQUIREMENTS FOR THE APPLICATION OF FLAME RETARDANTS TO CHRISTMAS TREES

The following requirements and information are applicable to parties and/or individuals engaged in the application of flame-retardant treatments to Christmas trees. These requirements are pursuant to Title 19 of the California Code of Regulations.

1. Any person or firm that engages in the business of, or performs for a fee the act of, applying a flame-retardant chemical to any fabric or material must be registered as a "flame-retardant Application concern" by the California State Fire Marshal.
2. Only California State Fire Marshal approved products, applied by the California State Fire Marshal applicators, may be used on trees that are required to be flame retardant treated.
3. A tag must be attached to treated trees indicating the date of treatment, name of applicator, and name and registration number of the chemical used (see Figure 1 below).
4. Trees placed in the following occupancies are required to be flame retardant:
 - a) All schools and churches
 - b) Places of public assembly
5. Natural cut trees are prohibited in hospitals, nursing homes, prisons, residential care facilities, and other occupancies where persons may require the assistance of others to exit.

DO NOT REMOVE
BY ORDER OF THE STATE FIRE MARSHAL

FOLIAGE HAS BEEN
FLAME RETARDANT TREATED

REGISTERED
STATE OF CALIFORNIA
FIRE MARSHAL
FLAME RETARDANT

I CERTIFY this foliage has been treated
with a chemical registered with the
California State Fire Marshal and the
treatment was made in accordance with
manufacturers instructions by
☐ dipping ☐ spraying

Signature Applicator No.

Chemical Used Reg. No.

Date of Treatment

(NAME AND ADDRESS OF CONCERN)

Note: Starting in November, the State Fire Marshal and the San Francisco Fire Department will be conducting inspections of Christmas tree sales lots to determine that applicators are licensed and that they are using approved chemicals in the proper manner. Persons or firms found to be non-compliant with these regulations will be subject to legal actions.

Figure 1.

ENCLOSURE (C)

2025 Christmas Tree Lots

Location	Business Name	Battalion	Block/Lot
3500 Fillmore Street	Marina Trees	4	0468A/001
1620 – 7 th Avenue	Clancy's Pumpkins & Christmas Trees	8	1937/001
531 Bayshore Blvd.	TUA – ABC Tree Farms Christmas Tree Lot	10	5607/038

SAN FRANCISCO



FIRE DEPARTMENT

TO: Fire Marshal, Bureau of Fire Prevention

FROM: _____

SUBJECT: Christmas Tree Weekly Inspection Report, Week Ending _____

Name of Business	Address	Date Inspected	Type of Tree (Natural-cut or artificial)	Pass/Fail	Action Taken