



STATE OF CONNECTICUT
Department of Administrative Services
Division of Construction Services
Office of the State Fire Marshal

Policy Directive: #2

Replaces: Directive #2, dated 2/81, 7/01

Administered by: OSFM

Date: June 1, 2019

Duration: Until Revised

Authority: State Fire Marshal

Subject: SUGGESTED REFERENCE MATERIAL

Purpose:

1. To provide local fire officials with a suggested list of reference materials necessary to properly carry out their duties and responsibilities.
2. To provide a list of suppliers for the materials.

Discussion:

Because of the vast amount of reference materials available and the usual limited budgets, often fire marshals have difficulty deciding what reference material should be purchased. We have compiled a *suggested* list of materials that are necessary for carrying out the duties of the fire marshal's office.

Suggested Material:

The following material should be part of every local fire marshal's library.

- Current copy of Chapter 541 of the Connecticut General Statutes (C.G.S.)
- Connecticut State Fire Safety Code – with amendments and errata(s)
- Connecticut State Fire Prevention Code – with amendments and errata(s)
- Connecticut Explosives Code
- Connecticut Fireworks and Special Effects Code
- NFPA reference documents (codes & standards)
- NFPA 921
- NFPA Life Safety Code Handbook
- NFPA Fire Protection Guide to Hazardous Materials
- Current copy of DOT Emergency Response Guidebook
- "Kirk's Fire Investigation" by John DeHaan
- UL & FM Directories



*Editions referenced by C.G.S. and Regulations (older versions maybe required)

The above materials are considered the minimum references necessary to carry out the duties of a fire marshal's office. As budgets permit, the following additional materials are suggested.

- Connecticut State Building Code
- Local ordinances and zoning regulations
- NFPA National Fire Codes – Subscription Service
- Other NFPA Handbooks (Referenced editions)
- NFPA Fire Protection Handbook
- "Building Construction for the Fire Service" by Francis Brannigan
- Subscription to Commission on Fire Prevention & Control News List Serve (free)
- Manufacturer's Guides for Fire Alarms, Sprinklers, Fire Stops, Fire Protection Equipment

These materials are available from the following sources:

CT Code Amendments can be acquired from the Office of State Fire Marshal either by contacting the office at:

State of Connecticut
Office of State Fire Marshal
450 Columbus Boulevard
Hartford, CT 06103
860-713-5750
860-920-3088

Or downloading them from the website:

<https://portal.ct.gov/DAS/Office-of-State-Fire-Marshall/CT-Fire-Safety-and-Prevention-Codes>

Legal copies of the C.G.S. or regulations are available from:

Commission on Official Legal Publications
111 Phoenix Avenue
Enfield, CT 06082-4453
Phone: 860-741-3027

The NFPA materials are available from:

National Fire Protection Association, Inc.
1 Batterymarch Park
P.O. Box 9101
Quincy, MA 02169-7471
Phone: 1-800-344-3555



Or downloadable from: www.nfpa.org

The Commission on Fire Prevention and Control

CFPC News list serve is available at:

https://portal.ct.gov/CFPC/_old/News/General/cfpc-news-Listserv

E-mail: listserv@list.ct.gov

Underwriters Laboratories Ins.: www.ul.com

Factory Mutual Global: www.fmglobal.com

American Society for Testing and Materials: www.astm.org

The Office of State Fire Marshal (OSFM) Resource Library is open to local officials. It contains numerous periodical, technical studies, product specifications and the like.