

Recommendations of the Association of Professional Fire Departments Chiefs
and
the association of voluntary fire departments in Germany

**Questionnaire for the evaluation of
preventive fire and hazard protection
measures (on-scene inspections)**

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Expert committee for fire and
hazard protection of German fire departments
(FA VB/G)

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Questionnaire for the evaluation of preventive fire and hazard protection measures (on-scene inspections)

The objective of the evaluation is to examine and assess the effect of preventive fire and hazard protection measures following notable fire incidents. This procedure serves the purpose of quality assurance and the development of practicable and economical fire protection solutions and is carried out by the employees of the Preventive Fire and Hazard Protection in cooperation with the responsible incident commander. **This evaluation does not serve to question the measures and decisions of the incident commander in retrospect.**

Instructions for filling out the questionnaire:

Within the scope of the "Questionnaire for the evaluation of preventive fire and hazard protection measures (scene inspections)", the concerning fire event is categorized as "**significant**". Here, there is deliberately no precise definition since there are individual points of consideration for each fire department.

It only serves the purpose of not considering every operation within this framework. As orientation are the protection goals defined in this questionnaire and the corresponding questions.

For established statistics, it is also important to consider not only missions in which a criterion of the questionnaire was not fulfilled, but also those in which no complications occurred.

Examples:

An operation under the keyword "burnt food" or "unknown odor", from which no major operation or increased hazard potential actually occurs, is not to be considered.

On the other hand, a "burning wastebasket" in a building, which leads to a strong smoke development or spread, even without a fire spread, is to be considered.

The **fire exposure time** (p.2) is to be considered independently of the ISO standard fire curve (Einheitstemperaturzeitkurve -ETK- in German) and results from the time difference between the **start of the fire** and **the start of the first extinguishing measures**.

If a fire event lasts for several days, please add the date to the first time of the new day.

Please also fill in the highlighted data fields on page 1. These are necessary for the of the form. All other data on this page can remain unfilled for data protection data protection reasons.

Please send the completed form by e-mail bfm.vb@muenchen.de to the Munich Fire Department.

Questionnaire for the evaluation of preventive fire and hazard protection measures (on-scene inspections)

General information

(In the statistical analysis, it is not possible to allocate to general data).

Fire object (Address)

If nec. Object specification a./o. exact location of the event (e.g. residential building, 4th floor, middle unit)

Room of fire origin (e.g. Kitchen, living room, boiler room)

No. of Assignment

Date / Time

Keyword

(or attach alarm transcript!)

Short description of incident

Type of first alerting (e.g. smoke detection system, resident, police, pedestrian)

Cause of fire: Unknown

Human failure

Electrical fault

Environmental hazard

Other

Description:

Fire department / station involved

Further units (e.g. Volunteer fire department, chief officer,...)

If nec. No. of Operational plan

Contact person (name, rank, function)

<input type="text"/>	<input type="text"/>	<input type="text"/>
Object type (e.g. Apartment house, Restaurant, doctor's office)	Construction year (decade)	Building class
<input type="text"/>	<input type="text"/>	<input type="text"/>
Number of floors (e.g. -1+E+2+D)	Number of staircases	Number of safety staircases
<input type="text"/>	<input type="text"/>	
Construction method (e.g. Concrete, timber-frame construction, skeleton)	Amount of damage (approx. in €)	

- | | | |
|---|------------------------------|-----------------------------|
| Monument protection | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| Special construction (by §2 model building code MBO) | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| Fire department access roads | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| Areas for aerial rescue vehicles
(also non-public roads) | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| Movement areas
(also non-public roads) | <input type="checkbox"/> yes | <input type="checkbox"/> no |
| Emergency ladders | <input type="checkbox"/> yes | <input type="checkbox"/> no |

Safety Objective 1

Ensure load-bearing capacity of the building until completion of external rescue and fire-fighting measures in the interior attack

Requirement	Capture
Fire resistance class according to building code	<input type="checkbox"/> non (REI 0) <input type="checkbox"/> fire-retardant (REI 30) <input type="checkbox"/> highly fire-retardant (REI 60) <input type="checkbox"/> fire-resistant (REI 90)
Sufficiency of Fire resistance duration	<input type="checkbox"/> yes <input type="checkbox"/> no
- Fire start (estimated value before alarm; if unclear assumption 5 min.)	<input type="text"/> Time
- Alarm time	<input type="text"/> Time
- Arrival time of first fire truck	<input type="text"/> Time
- Start of first extinguishing measurements	<input type="text"/> Time
- Fire exposure time	<input type="text"/> Time
Type of fire behavior* at the start of extinguishing measures	<input type="checkbox"/> ventilation-controlled fire <input type="checkbox"/> fire load-controlled fire

*A fire is fire load-controlled if it is essentially controlled by the amount of fire load and its positioning, e.g. local fire in a large hall or outdoors. But also, the room fire, where the ignited fire load is relatively small compared to the room volume. If there is a lack of oxygen as a result of the course of the fire, a ventilation-controlled fire occurs (e.g., full room fire with closed openings or large fire in a building). In this case, the characteristic pulsating flames may also appear.

Safety Objective 2

Prevention of outbreak and propagation of fire and smoke outside the utilization unit

Requirement	Capture
Smoke propagation limited to utilization unit (e.g. apartment, medical practice, office unit, etc.)	<input type="checkbox"/> yes <input type="checkbox"/> no if no, cause: <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Fire spread limited to utilization unit	<input type="checkbox"/> yes <input type="checkbox"/> no if no, cause: <div style="border: 1px solid black; height: 100px; width: 100%;"></div>

Safety Objective 3

Prevention of propagation of fire outside the building

Requirement	Capture
Fire spread limited to building	<input type="checkbox"/> yes <input type="checkbox"/> no if no, cause: <div style="border: 1px solid black; height: 100px; width: 100%;"></div>

Safety Objective 4

Ensuring effective extinguishing and rescue measures

Requirement	Capture
Was the accessibility easily recognizable and possible ?	<input type="checkbox"/> yes <input type="checkbox"/> no if no, cause (e.g. missing or insufficient signage, locking device not opening, etc.): <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Fire department access	<input type="checkbox"/> existing <input type="checkbox"/> recognizable <input type="checkbox"/> accessible <input type="checkbox"/> used <input type="checkbox"/> not existing In case of problems: Cause (e.g., inadequate signage, locking device not opening, misaligned/parked, etc.): <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Installation areas for aerial rescue vehicles	<input type="checkbox"/> existing <input type="checkbox"/> recognizable <input type="checkbox"/> accessible <input type="checkbox"/> used <input type="checkbox"/> not existing In case of problems: Cause (e.g., snow, humus, lack of perimeter, trees, park use, etc.): <div style="border: 1px solid black; height: 100px; width: 100%;"></div>

Measures taken by the fire department	
Did the emergency resources alerted by the response and control center sufficiently cover the needs for the initial measures within the first 15 minutes?	<input type="checkbox"/> yes <input type="checkbox"/> no if no, which resources/personnel were missing and why?: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Alarm letter	<input type="checkbox"/> available <input type="checkbox"/> not available
Was the information on the alert letter correct and sufficient?	<input type="checkbox"/> yes <input type="checkbox"/> no if no, which? <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Object information	<input type="checkbox"/> available <input type="checkbox"/> not available
Was the object information correct and sufficient?	<input type="checkbox"/> yes <input type="checkbox"/> no if no, which? <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Operational plan	<input type="checkbox"/> existing <input type="checkbox"/> reasonable <input type="checkbox"/> not reasonable <input type="checkbox"/> used <input type="checkbox"/> correct <input type="checkbox"/> not existing
Deployment file (Operational plan with additional information in the fire alarm center/panel)	<input type="checkbox"/> existing <input type="checkbox"/> reasonable <input type="checkbox"/> not reasonable <input type="checkbox"/> used <input type="checkbox"/> not existing
Routing cards (e.g. to smoke detectors)	<input type="checkbox"/> existing <input type="checkbox"/> reasonable <input type="checkbox"/> not reasonable <input type="checkbox"/> used <input type="checkbox"/> not existing

<p>Were the fire department's attack routes exposed to smoke?</p>	<p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>if no, cause:</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
<p>If the attack routes were exposed to smoke. Was it possible to remove smoke easily and quickly?</p>	<p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>if no, why:</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
<p>Which attack route(s) were used?</p>	<p><input type="checkbox"/> Stairwell <input type="checkbox"/> Portable ladders <input type="checkbox"/> Aerial rescue vehicle <input type="checkbox"/> Direct access <input type="checkbox"/> <input style="width: 100%;" type="text"/></p>
<p>What extinguishing agent was used? (approx. quantity)</p>	<p><input type="checkbox"/> Water, <input style="width: 50px;" type="text"/> Liters <input type="checkbox"/> Foam, <input style="width: 50px;" type="text"/> Liters <input type="checkbox"/> <input style="width: 100%;" type="text"/>,</p> <p>Quantity: <input style="width: 100%;" type="text"/></p>
<p>Has suitable extinguishing agent been available in sufficient quantity during the entire operation?</p>	<p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>if no, why?</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
<p>What measures were taken to fight the fire? (Number of hollow-jet pipes, turning pipes, small extinguishing devices)</p>	<div style="border: 1px solid black; height: 80px; width: 100%;"></div>

Technical fire protection equipment (multiple answers possible!)

<p>Was the closest extinguishing water tapping point easy to find?</p>	<p><input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> not searched if no, why?</p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
<p>Which kind of extinguishing water extraction was used?</p>	<p><input type="checkbox"/> Fire hydrant on private property <input type="checkbox"/> Fire hydrant on public property <input type="checkbox"/> Extinguishing water well <input type="checkbox"/> Extinguishing water tank <input type="checkbox"/> Extinguishing water pond <input type="checkbox"/> Open water <input type="checkbox"/> Vehicle tank <input type="checkbox"/> <input style="width: 150px; height: 15px;" type="text"/></p>
<p>Smoke detector</p>	<p><input type="checkbox"/> existing <input type="checkbox"/> triggered <input type="checkbox"/> led to alerting of the fire dep. <input type="checkbox"/> Not existing <input type="checkbox"/> defective/dismounted</p>
<p>Master (General) key</p>	<p><input type="checkbox"/> available <input type="checkbox"/> not available</p>
<p>Fire-alarm system</p>	<p><input type="checkbox"/> available <input type="checkbox"/> Fire scene monitored <input type="checkbox"/> Connected to fire department <input type="checkbox"/> Automatically triggered <input type="checkbox"/> Manually triggered <input type="checkbox"/> Not available</p>
<p>Fire sprinkler system</p>	<p><input type="checkbox"/> available <input type="checkbox"/> Fire scene monitored <input type="checkbox"/> triggered <input type="checkbox"/> not available</p>
<p>Alarm system for evacuation</p>	<p><input type="checkbox"/> available <input type="checkbox"/> Automatically triggered <input type="checkbox"/> Manually triggered <input type="checkbox"/> not available</p>
<p>Smoke ventilation system</p>	<p><input type="checkbox"/> available <input type="checkbox"/> Automatically triggered <input type="checkbox"/> Manually triggered <input type="checkbox"/> not available</p>
<p>Fire-fighting lift</p>	<p><input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available</p>
<p>Indoor radio system for fire department</p>	<p><input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available</p>

Dry standpipe	<input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available
Semi-stationary extinguishing system	<input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available
Wall hydrant type F (wet riser)	<input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available

Organizational measures of the building operator*	
Have extinguishing measures already been taken by persons present?	<input type="checkbox"/> yes <input type="checkbox"/> no if so, to what extent? <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Are organizational measures mandatory?	<input type="checkbox"/> yes <input type="checkbox"/> no
Rescue measures initiated	<input type="checkbox"/> yes <input type="checkbox"/> no
Contact person recognizable	<input type="checkbox"/> yes <input type="checkbox"/> no
Fire Safety Regulations (FSR)	<input type="checkbox"/> available <input type="checkbox"/> not available
Have the contents of the FSR been applied?	<input type="checkbox"/> yes <input type="checkbox"/> no

Fire department operational tactics	
Were any special deployment tactics used (e.g., assault squad, barricade position)?	<input type="checkbox"/> yes <input type="checkbox"/> no if so, what deployment tactics were used? <div style="border: 1px solid black; height: 100px; width: 100%;"></div>

*Organizational fire protection measures must be initiated by the operator of the building and apply, among other things, to hotels, sales and assembly facilities, schools, but also to companies and high-rise buildings. They include, for example, the appointment of a fire protection officer or also evacuation/fire protection assistants.

Safety Objective 5

Users of the building can leave the building independently (self-rescue) or can be rescued (external rescue).

Requirement	Capture
Victims due to fire	
Have any deaths occurred due to exposure to smoke, fire, and flames?	<input type="checkbox"/> yes <input type="checkbox"/> no Number: <input type="text"/> persons
Injured people	
Have any persons been injured due to exposure to smoke, fire and flames?	<input type="checkbox"/> yes <input type="checkbox"/> no Number: <input type="text"/> persons Injury level: <input style="width: 100%; height: 40px;" type="text"/>
People involved	
Persons were attended to by emergency personnel due to the fire event, but were not injured?	<input type="checkbox"/> yes <input type="checkbox"/> no Number: <input type="text"/> persons

Self-rescue	
Self-rescue completed before fire department arrives	<input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> no persons present <input type="checkbox"/> direct exit to the outside <input type="checkbox"/> necessary stairwell Safety <input type="checkbox"/> stairwell <input type="checkbox"/> emergency ladder <input type="checkbox"/> <input style="width: 100%; height: 20px;" type="text"/> If yes, continue with safety objective 6 (page 11)

Ways of external rescue	
Smoke free staircase	<input type="checkbox"/>
Smoky staircase with escape hood	<input type="checkbox"/>
Smoky staircase without escape hood	<input type="checkbox"/>
Plug-in ladder	<input type="checkbox"/>
Extension ladder	<input type="checkbox"/>
Aerial rescue vehicle	<input type="checkbox"/>
Jump saver	<input type="checkbox"/>
Emergency ladder system	<input type="checkbox"/>
Evacuation or firefighting elevator	<input type="checkbox"/>
Via corridor to safe area	<input type="checkbox"/>
Number of persons with reduced mobility	<input type="text"/> persons
Total number of persons rescued (by firefighters)	<input type="text"/> persons

Obstacles during external rescue

Were people seeking help able to make themselves noticeable and were they noticed by the fire department?

yes no

if no, cause:

Was the stairwell exposed to **smoke** when the fire department arrived?

yes no

if no, cause:

Unless the stairwell was not **smoke-free**.... Was smoke **removal** easy and quick?

yes no

if no, cause:

Was the stairwell **usable** without massive heat exposure when the fire department arrived?

yes no

if no, cause:

Was an existing emergency ladder system easily **recognizable** and **accessible**?

yes no not available if

no, cause:

Did any other problems occur during external rescue?

yes no

if yes, which?:

Safety Objective 6

Safety of the emergency personnel

Requirement	Capture
Were emergency personnel injured?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, number: <input type="text"/> and severity <input type="text"/>
Was there an increased risk of falling for emergency personnel?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <input type="text"/>
Was there a danger to emergency personnel due to (partial) collapse?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <input type="text"/>
Was there a danger to emergency personnel due to difficult orientation/overlong attack routes?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <input type="text"/>
Was there a danger to emergency personnel due to lack of radio communication?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <input type="text"/>

Safety Objective 7

Environmental protection

Requirement	Capture
Was there any unusual smoke development* outside?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Was there any contamination of waters?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Was there any contamination of soil?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Extinguishing water retention	<input type="checkbox"/> available <input type="checkbox"/> applied <input type="checkbox"/> not available
Was the extinguishing water retention recognizable and sufficiently dimensioned for the emergency services?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

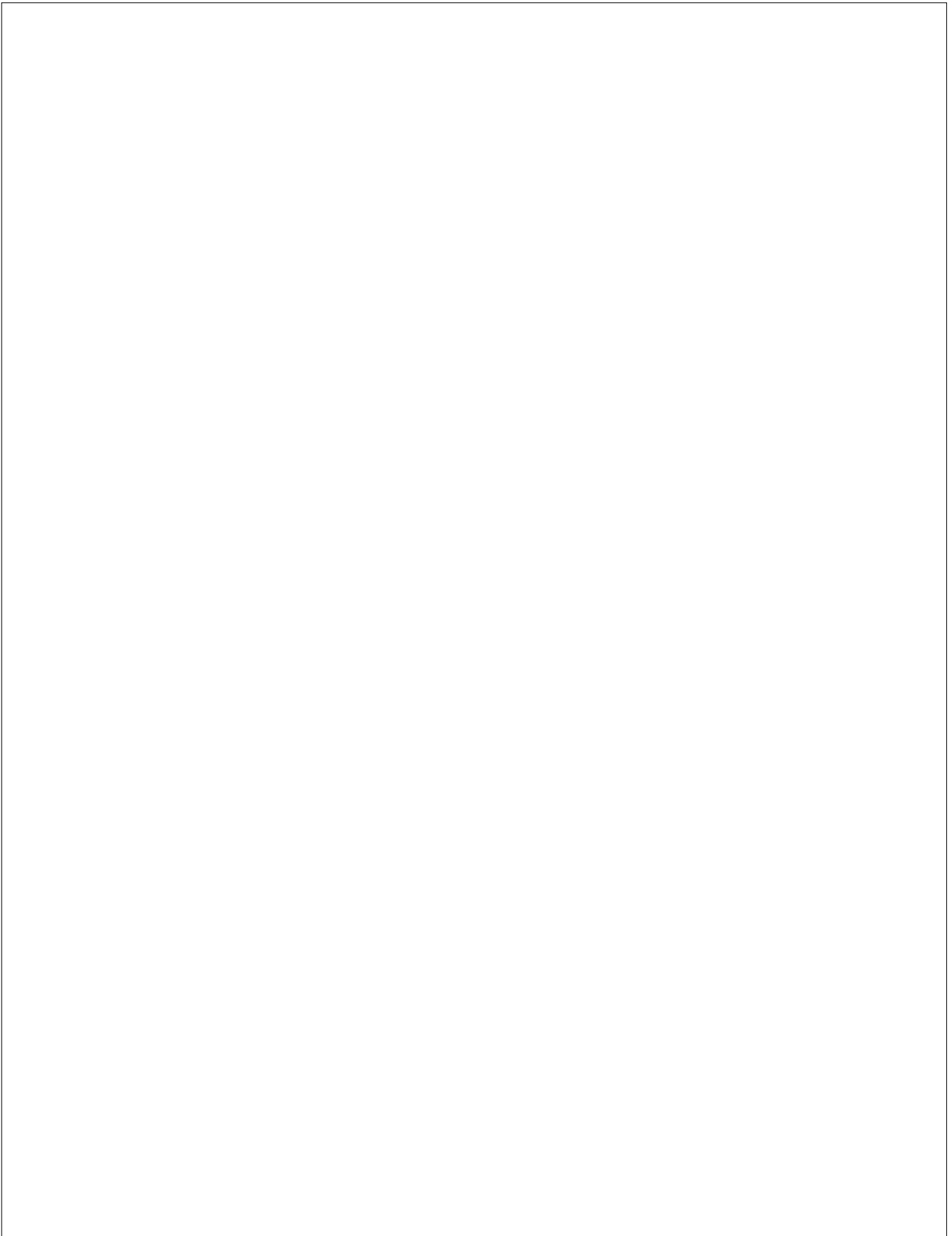
* As soon as, for example, buildings and/or people in the immediate vicinity are affected/endangered, announcements have to be made with the notice "Keep windows and doors closed" or an environmentally damaging effect can occur in any other way.

Safety Objective 8 (if available)

Protection of high material assets and cultural assets

Requirement	Capture
Were high property values endangered by fire smoke?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Were high property values endangered by fire and heat?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Were high property values endangered by extinguishing agents?	<input type="checkbox"/> yes <input type="checkbox"/> no if yes, short description: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>
Cultural Asset Protection Planning	<input type="checkbox"/> available <input type="checkbox"/> reasonable <input type="checkbox"/> applied <input type="checkbox"/> not reasonable
Was the cultural property protection planning easy for emergency personnel to implement?	<input type="checkbox"/> yes <input type="checkbox"/> no if no, short description: <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

Other:

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for providing additional information or answers related to the 'Other:' label above it.

Required measures:

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First Name

Last name

Date

- Collection of data from affected subject, Art. 13 GDPR -.

1. Designation of the processing activity

Data protection information in connection with the issuance of evaluation forms for preventive fire protection and hazard prevention measures (site inspection)

2. Name and contact details of the person responsible

The responsible party for the processing is the City of Munich, Kreisverwaltungsreferat, HA IV Branddirektion, Einsatzvorbeugung, e-mail: bfm.vb@muenchen.de, Tel. (0 89) 23 53 - 44 444

3. Contact details of the data protection officer

Landeshauptstadt München
Behördlicher Datenschutzbeauftragter
Burgstr. 4, 80331 München

E-Mail: datenschutz@muenchen.de

4. Purposes and legal basis of data processing

Your data is collected in order to be able to process evaluation forms accordingly. Your data will be processed on the basis of Art. 6 Para. 1 Sentence 1 Letter e DSGVO.

5. Recipients or categories of recipients of the personal data

Your personal data will be passed on to:

the employees of the Operations Prevention Department, who specifically evaluate the evaluation form in order to be able to ask follow-up questions to the operations manager or data entry officer in the event of any ambiguities

6. Transfer of personal data to a third country

There are no plans to transfer your personal data to a third country/international organization.

7. Duration of the storage of personal data

Your data will be stored after collection for as long as it is necessary for the evaluation of the evaluation forms.

8. Data subject rights

According to the General Data Protection Regulation, you have the following rights:

If your personal data is processed, you have the right to receive information about the data stored about you (Art. 15 DSGVO). If incorrect personal data is processed, you have the right to rectification (Art. 16 DSGVO). If the legal requirements are met, you can request the deletion or restriction of processing, as well as object to processing (Art. 17, 18 and 21 DSGVO).

If you have consented to the data processing or if a contract for data processing exists and the data processing is carried out with the help of automated procedures, you may have a right to data portability (Art. 20 DSGVO). If you make use of your above-mentioned rights, the City of Munich will check whether the legal requirements for this are met. Furthermore, you have the right to lodge a complaint with the Bavarian State Commissioner for Data Protection.

9. Obligation to provide the data

You are not obliged to provide your data (as requested in the evaluation form). However, it is extremely helpful for necessary queries during the evaluation that this information is available.

If you do not provide the required personal data, a complete evaluation or corresponding queries cannot be carried out.

Update: 28.04.2023 – VB/P mai
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