May 8, 2008

M E M O R A N D U M

TO: District Board of Trustees

FROM: William D. Law, Jr., President

RE: Annual Fire Safety, Sanitation, and Casualty Inspection

The State Requirements for Educational Facilities mandates that the College perform an annual safety inspection, and that the results of the inspection be submitted to the Board of Trustees for approval, by June 30 of each year. This report details another year of excellence for the College, with 12 deficiencies cited for all 6 campuses, and equals our best inspection report to date. This also represents seven consecutive years in which less than 30 deficiencies were cited.

Staff Resource: Teresa Smith

RECOMMENDED ACTION: Approve the report as presented.
December 13, 2007

MEMORANDUM

TO: George "Danny" Taylor
    Tallahassee Community College

FROM: Piper Walton

SUBJECT: SREF Inspection

Attached is the Fire Safety, Sanitation and Casualty Inspection report for the 2007-2008 year. Please fill in the blank lines under column "Correction Schedule". Please have the facility administrator sign the form and keep on file at your college for future reference.

The State Requirements for Educational Facilities (SREF) mandates your annual Fire Safety, Casualty and Sanitation Inspection to be submitted to your board by June 30th of each year. After board approval, a copy must be sent to the Florida State Fire Marshall’s office at the following address:

Florida State Fire Marshall’s Office
Attn: Scott Langston, Fire Prevention
200 East Gaines Street
Tallahassee, FL 32399-0342

If you have any questions on the inspection, please contact me.

Enclosure

cc: Chauncey Fagler, FCCRMC
    Dr. Glendon Forgey, TCC
# State Requirements for Educational Facilities (SREF) Inspection

**Fiscal Year 2007-2008**

<table>
<thead>
<tr>
<th>VMC</th>
<th>Bldg Name</th>
<th>Room Number</th>
<th>Deficiency Description</th>
<th>Times Cited</th>
<th>Correction Sched.</th>
</tr>
</thead>
<tbody>
<tr>
<td>303</td>
<td></td>
<td>2</td>
<td>Fire caulk conduit penetration</td>
<td>0</td>
<td>01/30/2008</td>
</tr>
<tr>
<td>303</td>
<td></td>
<td>18</td>
<td>Fire caulk conduit penetration</td>
<td>0</td>
<td>01/30/2008</td>
</tr>
<tr>
<td></td>
<td></td>
<td>120A</td>
<td>Patch cold joint to eliminate falling object hazard</td>
<td>0</td>
<td>10/30/2007</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Between 11 &amp; 18 Walkway</td>
<td>Fill holes at handrail base with rock to eliminate trip hazard</td>
<td>0</td>
<td>10/30/2007</td>
</tr>
<tr>
<td>809</td>
<td></td>
<td>8</td>
<td>Fire alarm relay box open</td>
<td>0</td>
<td>10/15/2007</td>
</tr>
<tr>
<td>704</td>
<td></td>
<td>11</td>
<td>Compressed gas tanks uncapped</td>
<td>0</td>
<td>10/15/2007</td>
</tr>
<tr>
<td>704</td>
<td></td>
<td>128</td>
<td>Chain tanks in smaller groups to prevent falling</td>
<td>0</td>
<td>10/15/2007</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td>Remove coffee makers and coffee supplies from classrooms containing bio-hazard</td>
<td>0</td>
<td>10/24/2007</td>
</tr>
<tr>
<td>803</td>
<td></td>
<td>12</td>
<td>Cables through ceiling need conduit</td>
<td>0</td>
<td>01/30/2008</td>
</tr>
<tr>
<td>301</td>
<td></td>
<td>38</td>
<td>Fire caulk conduit penetration</td>
<td>0</td>
<td>01/30/2008</td>
</tr>
<tr>
<td>301</td>
<td></td>
<td>35</td>
<td>Fire caulk conduit penetration</td>
<td>0</td>
<td>01/30/2008</td>
</tr>
</tbody>
</table>

Cont maint & Rep of Walks, Roads, Drives, and Parking

ALL OTHER BUILDINGS - NO DEFICIENCIES

| Total Number of deficiencies cited not involving serious life safety hazards: | 11 |
| Total Number of deficiencies cited involving serious life safety hazards: | 0  |

**Date Of The Next Inspection:** Oct-08

*Violation Master Code

**Date Signed:** December 13 2007

**Inspection Page:** 1 Of 1

**Inspection Type:** Fire Safety, Casualty, and Sanitation

**Date of Inspection:** October 15 2007

**Approval of Reports by Board (including letter):** Yes No

**Signature of Facility Administrator Attesting and Review of Report:** Date Signed

**Acknowledging Awareness of Discovered Deficiencies:**
# State Requirements for Educational Facilities (SREF) Inspection
## Fiscal Year 2007-2008

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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>ALL BUILDINGS - NO DEFICIENCIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Cont Maint &amp; rep of walks, roads, drives, and prking</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Number of deficiencies cited not involving serious life safety hazards: 0

Total Number of deficiencies cited involving serious life safety hazards: 0

Date of The Next Inspection: Oct-08

*Violation Master Code

Date Signed: December 13 2007

Approval of Reports by Board (including letter) ***Yes*** ***No***

Inspection Page: 1 Of 1

Inspection Type: Fire Safety, Casualty, and Sanitation

Date of Inspection: Oct 15 2007

Signature of Facility Administrator Attesting and Reviewing of Report

Acknowledging Awareness of Discovered Deficiencies
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#### Fiscal Year 2007-2008

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<td></td>
<td></td>
<td></td>
<td>NO DEFICIENCIES</td>
<td></td>
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<td></td>
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Total Number of deficiencies cited not involving serious life safety hazards: 0

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Date of Next Inspection: Oct-08

Signature of Inspector: [Signature]
Date Signed: December 13, 2007
Approval of Report by Board (including letter): Yes

Inspection Page: 1 Of 1
Inspection Type: Fire Safety, Casualty, and Sanitation
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Date Signed: [Signature]
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<tr>
<td></td>
<td></td>
<td>Classroom</td>
<td>Eyewash obstructed by TV, folding tables, and extension cord</td>
<td>0</td>
<td>10/18/2007</td>
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