



Attention:

Building Owners/Property Managers

This letter is to clarify the Calgary Fire Department's position on annual fire alarm maintenance certificates issued by service companies.

The Alberta Fire Code 2014 (AFC) Division B 6.3.1.2.1 states that fire alarms must be inspected and tested in conformance with the CAN/ULC-S536-13 standard. The standard does not reference any certificate that must be provided to building owners. The document required by CAN/ULC-S536-13 regarding the annual inspections and testing, is a detailed report. An example of what that report should include is provided in the appendices of CAN/ULC-S536-13.

Therefore, the Calgary Fire Department as the authority having jurisdiction (AHJ) does not accept certificates alone, as proof of annual inspections and maintenance performed. The required report that will be examined during Fire Inspections of buildings must contain the following:

- Building address
- Inspection and testing date
- Testing Standard
- System status (fully functional or system has deficiencies)
- Deficiencies
- Recommendations (reported on separate page)

These fields identify to the Calgary Fire Department (AHJ) and the owner of the building, the state of the system and issues that need to be addressed. In addition, the AFC (Division C 2.2.1.2) requires that these reports be kept on site for two years and be readily available for examination by the AHJ.

Thank you for your cooperation.

A handwritten signature in black ink, appearing to read "Jim Robinson".

Jim Robinson  
Fire Marshal  
**Calgary Fire Department**