



Attention:

Building Owners/Property Managers

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

The National Fire Code – 2023 Alberta Edition, Division B 6.4.1.1.(1) states that water-based fire protection systems must be inspected and tested in conformance with the NFPA 25 standard. The standard clearly states what records must be kept, what those records must contain and the state that the system must be left in at the end of the testing/maintenance. The standard also clarifies that forms be comprehensive.

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/operational or system has deficiencies)
- Deficiencies (if any)
- Recommendations (reported/defined separately from deficiencies)

This information identifies 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 NFC(AE) 2023, Division C 2.2.1.2.(3) requires that these reports be kept on site for at least the current and the immediately preceding records are available for examination by the AHJ.

Thank you for your cooperation.

A handwritten signature in black ink, appearing to read "Glenn Baxter".

Glenn Baxter
Fire Marshal
Calgary Fire Department