



Fire Prevention Division

Certification Packet

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BIBLIOGRAPHY

Administrative Rule 9.01.09	Page 19 (Certification for Life Safety Systems)
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Administrative Rule 9.03.09	Page 29 (Automatic Sprinklers/Standpipes)
Administrative Rule 9.06.09	Page 33 (Out-of-Service Fire Alarm, Standpipe, Sprinkler)

GENERAL CERTIFICATION INFORMATION

FIRE PREVENTION BULLETIN

The purpose of the information bulletin is to clarify the procedures for obtaining a certificate from the Seattle Fire Department to install, inspect, maintain and test fire and life safety systems in the City of Seattle.

The following categories of certifications are presently available from the Seattle Fire Department.

Type AS-1	Installation, maintenance and confidence testing of automatic sprinkler systems in any type of building.
Type AS-3	Installation of automatic sprinkler systems.
Type AS- CT	Confidence testing of automatic sprinkler systems.
Type E-1	Installation, maintenance and confidence testing of foam fire extinguishing systems.
Type E-2	Installation, maintenance and confidence testing of carbon dioxide fire extinguishing systems.
Type E-3	Installation, maintenance and confidence testing of engineered, halon or replacement agent fire extinguishing systems.
Type E-4	Installation, maintenance and confidence testing of engineered dry/wet chemical fire extinguishing systems.
Type EG-1	Installation, maintenance and confidence testing of emergency generators.
Type EG-CT	Confidence testing of emergency generators.
Type FA-1	Acceptance testing, confidence testing and maintenance of automatic fire alarm systems in any building.
Type FA-3	Acceptance testing, confidence testing and maintenance of automatic fire alarm systems in buildings up to four (4) stories; except hospitals and public assemblies over 300.
Type FA-CT	Confidence testing of automatic fire alarm systems.
Type FP-1	Installation, maintenance and confidence testing of fire pumps and controllers.
Type FP-CT	Confidence testing of fire pumps and controllers.
Type FEX-1	All activities relating to portable fire extinguishers including those listed in Types FEX-2, FEX-3, and FEX-4.
Type FEX-2	Maintain, charge, recharge, inspect, or install portable fire extinguishers.
Type FEX-3	Hydrostatic testing of fire extinguisher cylinders.
Type FEX-4	Annual external examination of CO ₂ or stored pressure fire extinguishers equipped with pressure indicators or gauges.
Type SC-1	Installation, maintenance and confidence testing of smoke control systems.
Type SC-CT	Confidence testing and maintenance of shaft pressurization systems.
Type STP-1	Installation, maintenance and confidence testing of Class I, II and III standpipes

Applications: Applications are handed out to candidates on the day that they test.

Information packet: Contact the Fire Marshal's Office, Certification unit at (206) 386-1444 /386-1351 to request a Certification Information Packet. The certification packet is available online at the

<http://www.seattle.gov/fire/FMO/certification/certification.htm> as well as by email, fax, or U.S. mail. Packets may also be picked up at the Fire Marshal's Office located at 220 Third Avenue South on the second floor.

Scheduling: To make an appointment, call the Certification unit at (206) 386-1444/386-1351. If you receive the recorded message, please follow the instructions. If you wish to receive a confirmation call, please request it in your message. **You may schedule up to two exams per test date.** Re-tests will not be administered on the same day as the original test; a separate appointment must be made. The test site is located at the Fire Marshal's Office at 220 3RD Ave. S. on the second floor.

Fees: The cost for **each** exam is \$261.00 (checks payable to the *City of Seattle*). The fee covers the initial test and if needed, one retest. The retest must be taken within 90 (ninety) days of the original test date. If the retest is taken after the 90-day period, a new certification exam fee of \$261.00 will be required.

The fee is due no later than the time of the exam. If payment is not made prior to the time scheduled for the exam, **the applicant will not be allowed to take the exam**. The recommended method of payment is to pay the day of the test, by cash, check or money order. Those applicants who choose to prepay by U.S. Mail will receive an official *City of Seattle* receipt via U.S. Mail. Those who pay by U.S. Mail should expect approximately 2 weeks before they receive their official receipt via U.S. Mail. **All applicants must** bring with them to the test site, a copy of the *City of Seattle* official receipt as proof of payment. This guideline **also applies to applicants who retest.** There will be no exceptions to this policy. Checks or money orders shall be made payable to the *City of Seattle* and can be mailed to the address listed above.

Replacement Card Fee: A \$ 40.00 fee will be assessed for each lost or stolen certification card that is replaced.

Test Date/Time: The Certification test is administered at 2:00 p.m. every Monday and Wednesday and **2006 - 7:30 a.m. on Tuesdays.** Test takers have two hours to complete the test. Tests are not administered on City Holidays.

Expiration: Certificates will expire **three (3) years** from the date of test. It is the responsibility of certificate holders to keep their certificate up to date. It is a criminal law violation to perform any of the work regulated by Seattle Fire Department Administrative Rule 9.01.09 without a valid certificate.

Identification: Applicants must present picture identification at the test site prior to being issued an exam. **Applicants who fail to do so will not be permitted to take the scheduled exam.**

Pre-reading: Before you acquire study materials and study you should first read Admin. Rule 9.01.09 of the Seattle Fire Code. Admin. Rule 9.01.09 of the Seattle Fire Code contains in-depth information on the certification program, including a list of persons and agencies exempted from the program. A copy of Admin. Rule 9.01.09 is included in the Certification informational packet. All Seattle Fire Department Administrative Rules can also be viewed online at

<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>

General Reference Materials: What follows are descriptions of the reference materials from which the certification test questions are derived. Where these materials can be obtained is indicated below.

Specific reference material for each certificate type can be found below in the bibliography section of this packet.

Codes in effect in Seattle include the following:

2006 Seattle Fire Code. This is a locally amended version of the 2006 International Fire Code. It is available for viewing online at <http://www2.iccsafe.org/states/Seattle/> (or through links from the Seattle Fire Department web site) and may be purchased at both the Seattle Fire Department and the Seattle Department of Planning and Development, as well as online from iccsafe.org. For local purchase of the 2003 Seattle Fire Code, see <http://www.seattle.gov/fire/FMO/firecode/purchase.htm> or contact the Seattle Fire Department at (206) 386-1450.

2006 Seattle Building Code. This is a locally amended version of the 2006 International Building Code. It is available for viewing online at <http://www2.iccsafe.org/states/Seattle> (or through links from the Seattle Fire Department web site) and may be purchased from the Seattle Department of Planning and Development, as well as online from <http://www.iccsafe.org/> For more local purchase information see <http://www.seattle.gov/dpd/Codes/> or call the Department of Planning and Development Public Resource Center at (206) 684-8467, 700 Fifth Avenue, Floor 20, Seattle.

2005 Seattle Electrical Code. This is a locally amended version of the 2005 National Electrical Code, published by the National Fire Protection Association (www.npfa.org or 1-800-344-3555). To view the 2005 National Electrical Code and related Seattle amendments online, see <http://www.seattle.gov/dpd/publications/bookstore/Pubbooks.htm#Electrical>. For more information on obtaining paper copies of the local amendments, contact DPD at (206) 684-8467. Copies of all of the above codes may also be available from local book retailers.

Seattle Fire Department Administrative Rulings. SFD Admin. Rulings are available on the web at <http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>

*They are also contained in the bibliography section of this packet.

Seattle Department of Planning & Development – Client Assistance Memos (CAMs). CAMs can be obtained from the Certification Unit by email, fax, or U.S. mail by calling (206) 386-1351. CAMs are also available on the web at: <http://www.cityofseattle.net/dclu/camlist/camlist.asp> and at the Department of Planning and Development Public Resource Center, (206) 684-8467, 700 Fifth Avenue, Floor 20, Seattle.

Seattle Department of Planning & Development – Director’s Rules. Director’s Rules can be obtained from the Certification Unit by email, fax, or U.S. mail by calling (206) 386-1351. Director’s Rules are also available on the web at: http://www2.ci.seattle.wa.us/dclu/codes/dr/dr_index.asp and from the Department of Planning and Development Public Resource Center, (206) 684-8467, 700 Fifth Avenue, Floor 20, Seattle.

National Fire Protection Association Standards: NFPA Standards can be purchased through their website www.npfa.org, or by calling the NFPA at 1(800) 344-3555. All NFPA codes are also available for viewing online at:

<http://www.npfa.org/itemDetail.asp?categoryID=279&itemID=18123&URL=Codes%20and%20Standards/Code%20development%20process/Online%20access> scroll down to the “View NFPA’s Document Information Page” – Read and accept the agreement to view all of the NFPA codes.

Copies may also be available from local book retailers.

This Specific reference material for each certificate type can be found below in the bibliography section of packet.

Order of precedence: In cases where information in the listed reference materials conflict, the following order of precedence shall be used to resolve such conflicts:

1. City of Seattle Ordinances
2. The Seattle Electrical Code
3. The Seattle Building Code
4. The Seattle Fire Code
5. DPD Director’s Rules
6. DPD Client Assistance Memo’s
7. Seattle Fire Department Administrative Rules
8. National Fire Protection Association Standards
9. Other listed reference material

Links to Other Resources:

The following is a list of web sites where additional information pertaining to fire and life safety issues maybe found.

<http://www.firesprinkler.org/>

<http://www.nfsa.org>

<http://www.npfa.org/>

<http://www.nicet.org/>

<http://www.fema.gov/>

<http://www.usfa.fema.gov/>

www.affa.org

<http://www.alarm.org/>

<http://www.ifci.org/>

<http://www.ansi.org/>

<http://www.astm.org/>

<http://www.ashrae.org/>

AUTOMATIC SPRINKLER SYSTEM

The AS category does not include Standpipe systems

AS-1 - Installation, maintenance and confidence testing of automatic sprinkler systems in any type of building

AS-3 – Installation of automatic sprinkler systems.

AS -CT - Confidence testing of automatic sprinkler systems.

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 13, 13R, 25, 307
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.03.09, 9.06.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.3, 102.1, 102.3, 102.8, 103.1, 104.1, 105, 106, 107, 108, 109, 110, 111
 - 2 – Sections: 201, 202
 - 9 – Sections: 901, 902, 904, 905
 - 14 – Sections: 1414
 - 90, 91, 92**
 - 93** (for AS1 and AS3 applicants only)

Appendix B and C

- **Seattle Building Code (2006) – Chapters:**
 - Section: 310.9, 313.8.2, 402.8, 403.2, 404.3, 407.5, 407.6, 410.6, 901, 902, 903, 904
- **Seattle Municipal Code:**
 - Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
 - Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>

Engineered/Pre-engineered Systems

FOAM SYSTEMS

E-1 - Installation, maintenance and confidence testing of foam fire extinguishing systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 11, 11A, 16, 25, 72
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

CARBON DIOXIDE SYSTEMS

E-2 – Installation, maintenance and confidence testing of carbon dioxide fire extinguishing systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 12, 12A, 72
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:**
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216**9, 90, Appendix B**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

HALON SYSTEMS AND REPLACEMENT AGENTS

E-3 – Installation, maintenance and confidence testing of engineered halon or replacement agent fire extinguishing systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 12, 12A, 72, 2001
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.06.09, 9.03.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216**9**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

DRY/ WET CHEMICAL SYSTEMS

E-4 – Installation, maintenance and confidence testing of engineered dry/wet chemical fire extinguishing systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 17, 17A, 72
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216**9, 90**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>
- **Seattle Department of Construction and Land Use:**
Client Assistance Memo: 418

EMERGENCY GENERATORS

EG-1 – Installation, maintenance and confidence testing of emergency generators

EG-CT – Confidence testing of emergency generators

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 110, 70

(2007) subject to the changes found in the Seattle Amendments to the National Electrical Code (Seattle Ordinance - 119507)

<http://clerk.ci.seattle.wa.us/~scripts/nph->

[brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G](http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G)

- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09

<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>

- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>

1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107

2 – Sections: 201, 216

9

- **Seattle Building Code:** 307.2.7, 403.11, 403.12, 402.15

- **Seattle Electrical Code: (2006)**

- **Seattle Municipal Code:**

Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>

- **Seattle Ordinance:**

Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph->

[brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G](http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G)

FIRE ALARM SYSTEMS

FA-1 – Acceptance testing, confidence testing and maintenance of automatic fire alarm systems in any type of building.

CT-FA – Confidence testing of fire alarm systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 72
- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09, 9.06.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216**9, 90, 93, Appendix B**
- **Seattle Building Code:**
 - 9 – Sections: 907, 908, 1105.4.9 (Washington State Amendment)
- **Seattle Municipal Code:**
 - Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
 - Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>

FIRE EXTINGUISHERS

FEX-1 - All activities relating to portable fire extinguishers, including those listed in type FEX-2, FEX-3 and FEX-4.

FEX-2 – Maintain, charge, recharge, inspect or install portable fire extinguishers

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 10
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105,
 - 2 – Sections: 201, 216**9, Appendix B**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

FEX-3 – Hydrostatic testing of fire extinguisher cylinders

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 10
- **Seattle Fire Code (2006) - Chapters:**
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.2, 103.4.4, 104.1.2, 105.7.2, 106, 109, 110, 111
 - 2 – Sections: 201**9, Appendix B**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

FEX-4 – Annual external examination of CO2 or stored pressure fire extinguishers equipped with pressure indicators or gauges

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 10
- **Seattle Fire Code (2006) - Chapters:**
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.2, 103.4.4, 104.1.2, 105.7.2, 106, 109, 110, 111
 - 2 – Sections: 201**9, Appendix B**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>

FIRE PUMPS

FP-1 – Installation, maintenance and confidence testing of automatic fire pumps and controllers

FP-CT – Confidence testing of fire pumps and controllers

REFERENCE MATERIAL:

- **Seattle Fire Department Administrative Ruling:** 9.01.09, 9.02.09
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **National Fire Protection Association Standards:** 20, 25
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216**9, 93, Appendix B**
- **Seattle Municipal Code:**
Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>

SMOKE CONTROL

SC-1 – Installation, maintenance and confidence testing of smoke control systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 92A, 90A, 204
- **ASHRAE – Design of Smoke Control Systems**
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216
 - 9 – Sections: 909, 910
- **93, Appendix B**
- **Seattle Building Code: (2006)**
 - Sections: 402.9, 403.1, 405.5, 405.5.1, 405.5.2, 909, 910
- **Seattle Municipal Code:**
 - Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
 - Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

SC-CT– Confidence testing and maintenance of shaft pressurization systems

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 92A, 90A
- **Seattle Fire Code (2006) - Chapters:**
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 216
- **9, 93, Appendix B**
- **Seattle Building Code: (2006)**
 - Sections: 402.9, 403.1, 405.5, 405.5.1, 405.5.2, 909, 910
- **Seattle Municipal Code:**
 - Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
 - Number: 119124 <http://clerk.ci.seattle.wa.us/~public/CBOR1.htm>

STANDPIPES

(This category only includes systems that are designed to discharge water)

STP-1 – Installation, maintenance and confidence testing of Class I, II and III standpipes

REFERENCE MATERIAL:

- **National Fire Protection Association Standards:** 14, 25
- **Seattle Fire Department Administrative Ruling:** 9.03.09, 49.2 – sections 4.1.4.2.1, 4.1.4.2.2, 4.1.4.2.3
<http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>
- **Seattle Fire Code (2006) - Chapters:** <http://www2.iccsafe.org/states/Seattle>
 - 1 – Sections: 101.2, 101.4, 103.1.4, 103.3.2.1, 103.3.2.2, 103.4.4, 103.4.8, 105, 106, 107, 109, 110, 111
 - 2 – Sections: 201, 207, 216, 220
 - 9 – Section: 905
 - 11 – Section: 1107.5
 - 14 – Sections: 1412, 1413, 1413.1, 1413.2, 1413.3
 - 22 – Section: 2209.6.1
 - 24 – Section: 2403.5.2
 - 93, Appendix B – C**
- **Seattle Building Code:**
 - 4 - Sections: 402.8.1, 410.7
 - 9 – Sections: 905, 905.4
- **Seattle Municipal Code:**
 - Sections: 22.600.00 and 22.602.050 <http://clerk.ci.seattle.wa.us/~public/code1.htm>
- **Seattle Ordinance:**
 - Number: 119124 <http://clerk.ci.seattle.wa.us/~scripts/nph-brs.exe?s1=&s2=&s3=&s4=&s5=electrical+code&Sect4=AND&l=20&Sect1=IMAGE&Sect2=THESON&Sect3=PLURON&Sect5=CBOR1&Sect6=HITOFF&d=CBOR&p=1&u=/~public/cbor1.htm&r=1&f=G>

**SEATTLE
FIRE
DEPARTMENT**

**Administrative Rule
9.01.09**

<p>SUBJECT: CERTIFICATION FOR INSTALLING, MAINTAINING AND TESTING LIFE SAFETY SYSTEMS AND EQUIPMENT</p>	<p>EFFECTIVE DATE: March 20, 2009</p>
<p>REFERENCES: 2006 Seattle Fire Code Administrative Rule 9.02.09 Confidence Test Requirements for Life Safety Systems NFPA Standards</p>	<p>SUPERSEDES: Administrative Rule 9.01.07, October 21, 2007.</p> <p>FCAB REVIEW DATE: March 17, 2009</p>
<p>NOTICE: Notice: Administrative Rules are established per 2006 Seattle Fire Code Section 104.1, and they are subject to the Administrative Sections 104.9 Alternate Materials and Methods, Section 104.8 Modifications, and Section 108.1 Appeals.</p>	<p>APPROVED: KENNETH TIPLER, FIRE MARSHAL</p>

INTENT

It is the intent of this rule to insure that life safety systems and equipment are installed, inspected, tested, or maintained by individuals who have demonstrated a basic knowledge to perform such work in accordance with the Seattle Fire Code and nationally recognized standards.

SCOPE

This rule shall apply to all individuals engaged in installing, inspecting, testing or maintaining life safety systems and equipment in the City of Seattle.

EXCEPTIONS:

For aircraft, vehicles or vessels, any businesses, firms or persons engaged exclusively in the business of installing, inspecting, testing or maintaining life safety systems or equipment on such aircraft, vehicles or vessels.

- (a.) Members of the Fire Department engaged in servicing fire department equipment, work performed on life safety systems in connection with emergency responses, or inspections of life safety systems and equipment at any premises for compliance with the Seattle Fire Code, Fire Department Administrative Rules or nationally-recognized standards.
- (b.) Employees of the Federal Government engaged in installing, inspecting, testing or

maintaining life safety systems and equipment owned by the Federal Government.

(c.) Employees of the State of Washington engaged in installing, inspecting, testing or maintaining life safety systems and equipment installed for the protection of public rights of way.

(d.) Insurance Rating Associations and building owners engaged in inspecting and testing of life safety equipment and systems when such inspecting and testing is not required by the Seattle Fire Code, Fire Department Administrative Rule, or nationally recognized standards.

(e.) Any individual who services only their own fire extinguisher(s) for their own use, provided such extinguisher(s) are not required by Seattle Fire Code, Fire Department Administrative Rule, or nationally recognized standards.

(f.) Individuals performing inspection, testing or maintaining life safety systems and equipment installed in Group R Division 3 occupancies

(g.) Current holders of a NICET Level III or NICET Level IV certification who also hold a Washington State Fire-Sprinkler Certificate of Competency as defined in WAC 212.80. Otherwise, all individuals who perform the work of installation, inspection, testing or maintenance of a sprinkler system or any part of such a system must have a Seattle Fire Department Type AS Certificate.

1. The cost of a certification card with this exemption is \$40.00; the card will be valid for three years.

(h.) Building owners, other responsible parties or their authorized agents operating life safety systems for the purpose of conducting emergency evacuation drills required by the Seattle Fire Department.

DEFINITIONS

For the purposes of this rule the following words and terms have the meanings indicated below:

Automatic Sprinkler System – An integrated system of piping connected to a water supply, including associated controlling valves, alarm and supervisory equipment, which will automatically initiate a discharge of water when one of its heat-actuated elements is heated to or above its thermal rating.

Certificate – A document issued by the fire code official to a person who has passed the prescribed examination which grants conditional permission to perform the acts described on the document.

Fire Drills – Fire drills are procedures conducted to test the preparedness of building occupants to evacuate a particular structure. Life safety systems may be actuated when they facilitate or assist building occupants in evacuation. The purpose of a fire drill is not to be used to test a life safety system.

Life Safety Systems and Equipment – Automatic sprinkler systems, engineered and pre-engineered fixed extinguishing systems, automatic fire alarm systems including smoke and heat detection systems, standpipe systems including fire pump systems, fire escapes, smoke control systems and alarm and supervisory systems or other appurtenances attached to any of the above listed systems. The term also includes portable fire extinguishers required by the Seattle Fire Code.

Inspection – Examination of life safety systems and equipment for proper functioning or for compliance with the Seattle Fire Code, Fire Department Administrative Rules or nationally recognized standards. Inspections may be performed in conjunction with testing and maintenance of life safety systems and equipment.

Maintenance – Work, required to keep life safety systems and equipment in an operative condition, including the replacement of the system or component parts when they become undependable or inoperative. The term also means the disassembly of an extinguisher or life safety system and a complete check of all working parts and all parts, which have a bearing on the performance of the system to insure integrity.

Portable Fire Extinguisher – A fire protection device containing dry chemicals, fluids or gases for the purpose of extinguishing fires together with the means for application of its contents, which can be moved from place to place by an individual.

Testing – With respect to the work performed on life safety systems, during either acceptance or confidence tests the term means the examination and measurement of the functioning of life safety systems or equipment according to requirements of the Seattle Fire Code, Fire Department Administrative Rules or nationally recognized standards. Under this section, a Fire Department certificate may be issued authorizing the holder to perform testing only on the life safety systems or equipment specified on the certificate.

CERTIFICATE REQUIRED

No individual shall engage in installing, inspection, testing or maintaining life safety systems and equipment unless they have obtained a certificate from the fire code official or are specifically exempted from this rule.

Certificates shall remain valid for a period of time not to exceed three (3) years unless suspended or revoked by the fire code official.

A Seattle Fire Department certificate is issued to an individual who has taken, and passed, the required examination. A person shall not be required to retake a certification examination, and obtain a new certificate, upon changing employers. The Seattle Fire Department may change the content of certification examination questions to reflect changes in applicable standards and industry practice.

The fire code official is authorized to recognize certificates or licenses issued by the State Fire Marshal, other fire departments or similar authorities, provided that such certificates or licenses establish qualifications of the holder in a manner similar to this rule and to the satisfaction of the fire code official.

Certificate holders shall be required to carry their Seattle Fire Department certificate at all times when performing work on life safety systems and equipment, and to show this certificate when requested to do so by a Fire Department representative. Certificates are the property of the Seattle Fire Department and shall be surrendered upon demand of a Fire Department representative.

Certificate holders shall also produce a Washington State driver's license or other form of picture identification acceptable to the fire code official when requested to do so by a Fire Department representative.

Individuals who have never previously worked installing, inspecting, testing or maintaining life safety systems and equipment, for a period not to exceed 90 days after the beginning of employment in this capacity, may install, inspect, or test or maintain life safety systems under in the presence and under the direct supervision of another employee who holds a valid certificate for the type of work being performed. Such individuals may not perform work on life safety systems or equipment after the completion of the 90-day period unless s/he holds a valid certificate. The employer may be required to provide documentation of the date of hire of any new employee. The new employee may be required to provide documentation of past work history.

Individuals enrolled in an apprenticeship program approved by the fire code official may perform installing, inspecting, testing or maintaining life safety systems and equipment, provided that such work is conducted in the presence and under the direct supervision of another employee who holds a valid certificate for the type of work being performed. Individuals who are apprentices must provide documentation of their apprentice program enrollment and the apprentice program's start and completion date.

Persons working on life safety systems or equipment while enrolled in an approved apprenticeship program shall be required to produce their apprenticeship card or other written evidence of enrollment in an approved apprenticeship program, as well as a Washington State driver's license or other form of picture identification, when requested to do so by a Fire Department representative.

The fire code official shall maintain a list of all persons currently certified to perform work on life safety systems and equipment.

TYPES OF CERTIFICATES

A certificate to perform work on life safety systems must be obtained from the Seattle Fire Department before an individual may perform the types of work on life safety systems and equipment specified for each certificate. Types of certificates that are currently required shall be published by the fire code official in this Seattle Fire Department Administrative Rule and are listed below. The fire code official is authorized to add to, delete from or alter the types of certificates required under the Seattle Fire Code.

If an individual holds a valid certificate as of the effective date of this ordinance that authorizes specific work covered by a new type of certificate, that individual shall not be required to obtain the new certificate until his/her existing certificate expires.

Type AS-1	Installation, maintenance and testing of automatic sprinkler systems in any type of building.
Type AS-3	Installation of automatic sprinkler systems only.
Type AS-CT	Confidence testing of automatic sprinkler systems.
Type E-1	Installation, maintenance and testing of foam fire extinguishing systems; must also maintain AS-1 certification.
Type E-2	Installation, maintenance and testing of carbon dioxide fire extinguishing systems.
Type E-3	Installation, maintenance and testing of engineered, clean agent or replacement agent fire extinguishing systems.
Type E-4	Installation, maintenance and testing of dry/wet chemical fire extinguishing systems.
Type EG-1	Installation, maintenance and testing of emergency generators.
Type EG-CT	Confidence testing of emergency generators.
Type FA-1	Maintenance and testing of automatic fire alarm systems in any building.
Type FA-CT	Confidence testing of automatic fire alarm systems.
Type FP-1	Installation, maintenance and testing of fire pumps and controllers.
Type FP-CT	Confidence testing of fire pumps and controllers.
Type FEX-1	All activities relating to portable fire extinguishers including those listed in Types FEX-2, FEX-3, and FEX-4.
Type FEX-2	Maintain, charge, recharge, inspect, or install portable fire extinguishers.
Type FEX-3	Hydrostatic testing of fire extinguisher cylinders.
Type FEX-4	Annual external examination of CO ₂ or stored pressure fire extinguishers equipped with pressure indicators or gauges.
Type SC-1	Installation, maintenance and testing of smoke control systems.
Type SC-CT	Confidence testing and maintenance of smoke control systems.
Type STP-1	Installation, maintenance and testing of standpipe systems.

QUALIFICATIONS AND EXAMINATIONS FOR CERTIFICATES

Applicants may be required to submit evidence that they possess necessary license, tools, or test equipment required for the type of work to be performed.

Applicants for a certificate must provide current personal identification in the form of a Washington State driver's license or another form of picture identification acceptable to the fire code official.

All applicants for a certificate shall pass a written examination given by the fire code official. Such examinations shall be designed to test the applicant's knowledge to hold the type of certificate for which application has been made. Practical tests or demonstrations may be required in addition to the written examination.

A list of suggested information resources to prepare for the examinations for certificates shall be provided by the fire code official.

SERVICE LABEL REQUIREMENTS

When performing installation, testing, or maintenance, the name of certifying firm, firm address, firm phone number, date of work, signature and certificate number of the technician performing the work shall be placed on the service tag or label. The service tag or label will be of the appropriate color; white, yellow, or red as required by Administrative Rule 9.02.09 Confidence Test Requirements for Life Safety Systems.

No person shall remove a service tag or label from, or place a service tag or label on, a life safety system or item of life safety equipment except when installation, testing or maintenance is performed. A new service tag or label shall be attached whenever testing or maintenance is performed.

No person shall deface, modify or alter any service tag or label attached to or required to be attached to any life safety system or item of life safety equipment.

DENIAL, REVOCATION AND SUSPENSION OF CERTIFICATES

The fire code official may refuse to issue, renew, or may suspend or revoke any certificate if he determines that an applicant for or holder of a certificate has:

- 1 Obtained or attempted to obtain a certificate by fraud or misrepresentation.
- 2 Has installed, tested or maintained a life safety system or item of life safety equipment in violation of this Code, Administrative Rule, or standard.
- 3 The applicant for a certificate does not possess the qualifications to conduct the operation for which application is made as demonstrated by written and/or practical examination.
- 4 The applicant for a certificate does not possess the proper facilities to conduct operations for which application is made.

Individuals whose certificates have been denied, suspended or revoked shall be so notified in writing and may request a hearing by the fire code official in accordance with Section 108 of the Seattle Fire Code. After such hearing, the fire code official shall consider the facts and circumstances surrounding the case and shall render his/her decision in writing. The decision of the fire code official shall be final with regard to whether or not the certificate shall be denied, suspended or revoked.

**SEATTLE
FIRE
DEPARTMENT**

Administrative Rule 9.02.09

SUBJECT: CONFIDENCE TEST REQUIREMENTS FOR LIFE SAFETY SYSTEMS	EFFECTIVE DATE: March 20, 2009
REFERENCES: 2006 Seattle Fire Code NFPA Standards	SUPERSEDES: Administrative Rule 9.02.09, January 12, 2009. FCAB REVIEW DATE: March 17, 2009
NOTICE: Notice: Administrative Rules are established per 2006 Seattle Fire Code Section 104.1, and they are subject to the Administrative Sections 104.9 Alternate Materials and Methods, Section 104.8 Modifications, and Section 108.1 Appeals.	APPROVED: KENNETH TIPLER, FIRE MARSHAL

SCOPE

This rule shall apply to life safety systems and equipment identified in Table 1 of this document, and any other systems as set forth by the code official.

Exception: Non-required life safety systems installed in one and two-family dwellings.

DEFINITIONS

For the purposes of this rule the following words and terms have the meanings indicated below:

Certified System. A life safety system will be considered certified when a certified technician dates, signs, and affixes a white or yellow service tag or label in accordance with the provisions of this rule.

Certified Technician. A technician currently certified by the Seattle Fire Department in accordance with Seattle Fire Department Administrative Rule 9.01.09.

Confidence Test Report. A complete record of a life safety system test, including problems found and any corrections made.

Emergency Alarm System. A system to provide indication and warning of emergency situations involving hazardous materials.

Service Tag and Label. A white, yellow, or red in color, with black type, tag or label. It shall be formatted in accordance with Seattle Fire Department rule and used for the purpose of indicating the status of life safety system.

Test. With respect to the work performed on life safety systems, the term means the examination and measurement of the functioning of life safety systems or equipment according to requirements of the Seattle Fire Code, Fire Department Administrative Rules, nationally-recognized standards, or manufacturer's instructions.

CONFIDENCE TEST REQUIREMENTS

All life safety systems shall be tested and certified only by a certified technician. All life safety systems shall be tested and in accordance with nationally recognized standards.

Confidence testing and reporting requirements shall be conducted on a regular basis as dictated by the schedule included in this administrative rule. All required testing shall be done in accordance with applicable national standards.

A Fire Department representative may witness confidence tests.

Confidence tests on fire escapes shall be performed by, or conducted under the direct supervision of, a currently licensed Washington State Structural Engineer. The confidence test report shall be stamped, dated and signed with the Professional Engineer's stamp.

Note: Currently, a permit to repair a fire escape is not required if the cost is less than \$4000.00 in a six month period, see 2006 Seattle Building Code (SBC) 106.2.

Fire Escapes shall display a service tag made of plastic, 9" x 17" attached to the fire escape on the exterior of lowest landing so that it is easily read by anyone who may use the fire escape for maintenance and/or emergency evacuation.

Any removal of fire escapes must be completed under permit from Department of Development and Planning (DPD). The building owner shall provide The Seattle Fire Department with a copy of the DPD permit to remove a Fire Escape.

A separate confidence test report form shall be submitted to the Fire Department for each life safety system. All information on the report must be complete and legible, or the report may be rejected by the Fire Department.

All report forms must contain the following:

- Address of the system location
- Name of certified technician conducting the test
- Technician's Seattle Fire Department certification number
- Date of the confidence test
- The location of the specific system must be clearly identified

All confidence testing results shall be submitted on a Seattle Fire Department confidence testing report forms, except for portable fire extinguishers. The current versions are available on the Seattle Fire Department web site at <http://www.seattle.gov/fire/FMO/confidenceTesting/ctforms.htm> In order for the confidence test to be valid, a completed White Tag confidence test report must be submitted the Seattle Fire Department. Incomplete Confidence Testing report forms may be returned for completion and shall be resubmitted. The individual that performs the confidence test, or the agency that he/she represents, shall be responsible for the delivery of confidence test reports to the Fire Department within the time frames established by the tagging section of this rule.

Confidence test results shall be faxed, mailed or delivered to the Seattle Fire Department according to the time schedule established in this rule. Reports shall be directed to Seattle Fire Department, Attn: Confidence Testing Unit, 220 Third Avenue South, Seattle, Washington 98104 FAX: 206-615-1068.

REQUIREMENTS FOR TAGGING LIFE SAFETY SYSTEMS AND REPORTING TEST RESULTS

For all tests conducted after Dec. 31, 2004, life safety systems shall be tagged as follows:

RED TAG – System Out of Service Systems out of service, and/or whose operation is seriously impaired, shall be tagged with a red service tag or label and the confidence testing report shall be faxed or delivered to the Fire Department before the end of the day of the test.

When a test report, indicating an out of service system, is delivered or faxed to the Seattle Fire Department on a weekend or holiday, or after regular business hours on a week day, the Certified Technician shall immediately report the out of service system to the Seattle Fire Department 206233-7219.

NOTE: Out of service fire protection systems may require a fire watch per Seattle Fire Department Administrative Rule 9.06.07.

YELLOW TAG – System Has Deficiencies Systems that are functioning, but have deficiencies (deficiencies as outlined in the Seattle Fire Code), shall be tagged with a yellow service tag or label and the confidence testing report will be faxed, mailed or delivered for receipt by the Fire Department within 15 days of the date of the test. Example: A fire alarm system with a “trouble” indication shall receive a yellow service tag or label.

WHITE TAG – No Deficiencies Systems with no deficiencies shall be tagged with a white service tag or label and the confidence testing report will be faxed, mailed or delivered for receipt by the Fire Department within 30 days of the test.

Note: If the system has problems listed on the confidence test report, then it cannot be certified as a white tag.

SEQUENCE TEST REQUIRED

Buildings with interconnected life safety equipment shall have a sequence test in addition to individual system tests to verify that all interrelated life safety equipment operates properly. When a sequence test is conducted, a separate test report shall be completed for sequence test and a separate sequence test service label shall be affixed to the fire alarm panel.

SUB PANELS

Some systems have sub panels (such as notification appliance circuits) that must be tested as part of the confidence testing. Locations of these subpanels should be identified at the fire alarm panel and noted on the confidence testing report.

SYSTEM IDENTIFICATION

A means shall be provided to identify one system from another. Where multiple systems of the same type exist at one address, each system shall be:

- 1 Placarded with a unique 2 inch high number; on a contrasting background;
- 2 The number placard shall be easily visible to the confidence tester; and
- 3 The number shall be physically located adjacent to the Confidence Testing Tag or Label.
- 4 The unique number will differentiate one system from another within the same system type, e.g. sprinkler riser #1, #2, #3...#23, #24.; Rangehood #1, #2, #3...#23, #24.

5 The system identification number shall be recorded on the Confidence Test report in the Identification Number field.

RECORDS OF TEST RESULTS

Copies of confidence test reports for life safety systems shall be maintained:

- 1 On the premises where the life safety system is located;
- 2 Made available for Fire Department inspection for a minimum of two years from the date of the test.
- 3 The system owner shall maintain a copy of the most recent fire alarm system test report at the main control panel, if a panel is present.
- 4 A copy of the most recent confidence test report for the fire sprinklers shall be maintained at the main control valve.

TABLE 1
CONFIDENCE TEST SCHEDULE

Type of System	Test Frequency
Range Hood	6 Months
Automatic Sprinkler – Dry & Pre–Action	Annually
Automatic Sprinkler – Wet	Annually
Clean Agent/ CO ₂ / Dry Chemical/ Other Agent	Annually
Emergency Generator	Annually
Fire Alarm System	Annually / Quarterly*

Seattle Fire Department
220 3 Avenue South
Seattle, WA 98104

For Information Call (206) 386-1450
Effective March 20, 2009
Margin bars denote changes from prior version.

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Fire Pump	Annually
Foam System	Annually
Haz-Mat Emergency Alarm System	Annually
Sequence Test	Annually
Shaft Pressure	Annually
Standpipe – Covered Marinas	Annually
Spray Booths	Annually
Stairway Door Locks	Annually
Tempered Windows / Smoke Removal	Annually
Standpipe	5 Years
Fire Escapes	5 Years

* Fire alarm systems in high rise buildings are required to have one-fourth of the entire system tested quarterly so that the entire system is confidence tested annually.

Note: Portable fire extinguishers shall be inspected and tested annually. A portable fire extinguisher will be considered in compliance when a certified technician dates, sign and affixes a tag containing the information specified for tags by this rule. A confidence testing report is not required for portable fire extinguishers.

TEST ANNIVERSARY DATE ESTABLISHED

Beginning in 2004, for all new systems requiring Confidence Testing, an anniversary date will be established one-year from the date of the system acceptance test. The anniversary date shall remain fixed and establish the due date each year for subsequent confidence tests results to be provided to the Seattle Fire Department as required by this rule.

For existing fire protection systems, the anniversary date and due date for subsequent confidence tests will be established as the date on which confidence tests are conducted during 2004. For tests conducted at five-year intervals, the anniversary date and due date for subsequent confidence tests will be established as the date of the first test conducted in 2004 or thereafter.

LOCATION OF SERVICE LABELS OR TAGS

A service label or tag conforming to this section shall be securely attached to each fire and life safety system or item of fire and life safety equipment at the time of installation, service or maintenance. The label shall be of the self-adhesive type or the wire-hanging type.

Table 2

The label shall be placed as follows:

Life Safety System Type	Location of Tag or Label
Emergency Generators	On the control panel.
Engineered Suppression Systems	On the agent supply tank or pull device
Fire Alarm Systems/ Sequence Tests	On the Fire Alarm Panel or at power supply, if no panel.
Fire Escapes	On or adjacent to the exterior of the lowest landing.
Fire Pumps	On the control panel
Haz-Mat Emergency Alarm System	In a readily viewable location.
Marina Standpipe	On or adjacent to the fire department connection
Portable Fire Extinguishers	On the control valve of the extinguisher, or cylinder.
Pre-Engineered Suppression Systems	On the agent supply tank or pull device
Range Hoods	On the agent supply tank or pull device
Smoke Control Systems	On the manual control panel, or lowest fan if no panel is installed
Sprinkler Systems	On or adjacent to the sprinkler control valve.
Standpipe Systems	On or adjacent to the lowest outlet.

The following format shall be used for all red service tags and labels:

SYSTEM OUT OF SERVICE			
DO NOT REMOVE By Order of the Fire Chief	Year	Month	Next Due Date
	Firm		
	Address		
	Phone		
	Serviced by:		
	Certificate NO.		
Description of work:			

The following format shall be used for all yellow service tags and labels:

SYSTEM HAS DEFICIENCIES			
DO NOT REMOVE By Order of the Fire Chief	Year	Month	Next Due Date
	Firm		
	Address		
	Phone		
	Serviced by:		
	Certificate NO.		
Description of work:			

The following format shall be used for all white service tags and labels:

No DEFICIENCIES			
DO NOT REMOVE By Order of the Fire Chief	Year	Month	Next Due Date
	Firm		
	Address		
	Phone		
	Serviced by:		
	Certificate NO.		
Description of work:			

The following information shall be printed on service labels:

- 1 The words "**DO NOT REMOVE BY ORDER OF THE FIRE CHIEF.**"
- 2 Name of the certifying business or firm.
- 3 Address of the certifying business or firm.
- 4 Telephone number of the certifying business or firm.
- 5 Date that work was performed.
- 6 Signature of person performing work.
- 7 Description of work performed.
- 8 Seattle Fire Department Certification number.

Administrative Rule 9.03.09

<p>SUBJECT: AUTOMATIC SPRINKLER AND STANDPIPE SYSTEMS</p>	<p>EFFECTIVE DATE: January 12, 2009</p>
<p>REFERENCES: 2006 SFC Chapter 9 NFPA 13 (2002) NFPA 13R (2002) NFPA 13D (2002) NFPA 14 (2003)</p>	<p>SUPERSEDES: Administrative Rule 9.03.07, October 21, 2007</p> <p>FCAB REVIEW DATE: January 6, 2009</p>
<p>Notice: Administrative Rules are established per 2006 Seattle Fire Code Section 104.1, and they are subject to the Administrative Sections 104.9 Alternate Materials and Methods, Section 104.8 Modifications, and Section 108.1 Appeals.</p>	<p>APPROVED: Signature on File Kenneth Tipler, Fire Marshal</p>

SCOPE: This Administrative Rule provides additional and/or modified requirements for automatic sprinkler and standpipe systems beyond those found in the referenced documents. All of the sprinkler requirements apply to NFPA13 and 13R systems. The only item applicable to NFPA13D systems is item 1.

SPRINKLER REQUIREMENTS:

- 1 A 10 psi reserve “cushion” between the available water supply pressure and the system design demand pressure is required. Note: The reserve “cushion” is not required for the hose allowance that is added to the demand flow at the sprinkler system point of connection to the water supply.
- 2 Elevator machine rooms and elevator pits shall be protected in accordance with Seattle Fire Department Administrative Rule 9.08.05 (Department of Planning and Development (DPD) Director's Rule 17-2005).
- 3 The NFPA 13 and 13R closet exceptions are not allowed when the closet contains a heat-producing appliance.
- 4 Covered building recesses that are inset 4 feet or more into a building must be sprinklered.
- 5 All decks shall be sprinklered when they have an eave, canopy, or deck above that is 4 feet or more in width and depth, are recessed 4 feet or more into the building, or if they are enclosed. A deck is "enclosed," if less than 25% of its perimeter is open to the exterior. Solid railings less than 4 ft. in height are not considered enclosures. Please note that the conditions triggering sprinklers on decks apply to both the deck requirements in NFPA standards and section 903.3.1.2.1 of the Seattle Fire Code for NFPA 13R systems titled “Balconies and decks”.
- 6 Storage closets on decks attached to buildings shall be sprinklered.
- 7 Heat tracing systems for freeze protection shall be UL listed for use with fire protection systems,

and be monitored for the following conditions: power failure, current, ground leakage current, and low temperature. The monitoring system shall transmit a supervisory signal to the fire alarm control panel. If no fire alarm is present in the building, the monitoring system shall activate an audible signal in a normally occupied location.

8 All dry pipe systems shall include a high/low air pressure indicator.

9 All dry pipe systems, regardless of size, shall meet a 60 second water to inspector's test outlet trip test time.

10 Stairways in sprinklered buildings require a sprinkler at each floor landing. Sprinklers under intermediate landings are required when the stair shaft walls are combustible.

11 Supply mains for automatic sprinklers may be located under building slabs for a maximum length of 20 ft. when using a single length of pipe.

Exception:

Two inch and smaller combined domestic and fire supplies.

1 Fire department connections (FDC) shall be readily visible and accessible on a street front, preferably on the street on which the building is addressed. Provide signage to identify the system(s) served (basement sprinklers, standpipes, etc.) by each FDC. Fire department connections shall be located at least 10 ft. away from building exits

2 Non-rigid insulation that is not encased in reinforced plastic over sprinklers shall be supported by wire mesh within 2 feet of sprinkler heads.

3 Suspended ceilings that are not continuous between all walls of a room or space (cloud ceilings) are to be treated as obstructions to sprinkler discharge and require sprinklers above and below the obstruction.

4 Sprinklers may be omitted in noncombustible concealed spaces in accordance with NFPA 13 when there are no openings into the concealed spaces. Exception: Openings associated with HVAC systems.

16. Sprinkler systems having a combined domestic/fire supply are acceptable for non-high rise buildings when the concurrent domestic demand is added to the sprinkler system demand at the domestic tee. Use NFPA 13R Table A-2.3.3.1(a) Fixture Load Values with Table A-2-3.3.1(b) Total Estimated Domestic Demand to determine the domestic design demand

Exception: The concurrent domestic demand need not be added when a listed automatic domestic shut-off valve is installed.

5 Provide a contrasting label on the door to the sprinkler control room that reads "SPRINKLER CONTROL ROOM" in minimum 1 inch letters.

18. Existing sprinkler pipe in areas being remodeled is allowed to retain the existing methods of hanging, bracing, and restraint. **Exception:** Pipe that is being moved or altered and any pipe within a proximity of two sprinkler heads of the pipe being moved or altered shall use hanging, bracing and restraint methods required by the currently adopted edition of NFPA 13. For the purposes of this requirement, the term pipe is defined as a pipe section between joints or couplings.

19. New sprinkler heads being installed in existing light hazard occupancies are required to be quick response sprinkler heads. **Exception:** Remodel projects in light hazard occupancies with existing standard response sprinkler heads that alter less than 30% of the sprinkler heads within a compartment are allowed to use standard response heads throughout the compartment. If any heads within a compartment are changed to quick response heads then all the heads within the compartment are required to be changed to quick response heads. The terms light hazard occupancy and compartment are defined in NFPA 13.

6 Individual tenant storage spaces that do not have full height solid walls are allowed to be without a sprinkler head in the unit providing all of the following conditions are met: 1) The floor area of the unit is within the coverage area of sprinkler heads located outside the unit.

2) The solid portion of the storage unit walls do not violate the obstructions rules of NFPA 13.

3) Wire mesh of a minimum thickness of 11-gage shall be installed horizontally across the top of the unit at least 18 inches below the level of the sprinkler head to restrict the height of storage.

4) No storage is allowed on top or above the wire mesh.

- 1 Sprinkler systems protecting group R-2 occupancy residential units with the use designated as live/work shall be designed in accordance with NFPA 13 for ordinary hazard group 2 occupancies.
Exception: Live/work units where the non-residential occupancy of the unit is designated as a group B occupancy may be designed in accordance with NFPA 13 for light hazard occupancies.
- 2 Hydrostatic testing is required for sprinkler system modifications where pipe greater than two inches has been altered.
- 3 See Chapter 9 of the Seattle Fire Code for sprinkler system requirements in high rise buildings.

STANDPIPE REQUIREMENTS

- 1 The automatic –dry standpipe (N.F.P.A. 14, Section 3-2.1), is not permitted.
- 2 Standpipes shall be hydrostatically tested at a minimum of 200 psi for 2 hours at the topmost outlet, or 50 psi above the design pressures in the system whichever is greater.
- 3 The standpipe flow test is not required during system acceptance or thereafter. However, flow testing of each pressure reducing device is required at acceptance and in accordance with Confidence Testing requirements.
- 4 The 2-1/2" outlet installed in cabinets shall be turned so that it faces out of the cabinet. Provide a 6 inch clear space around the valve wheel.
- 5 A fire department connection with a minimum of four 2-1/2 inch ports shall be provided for 6 inch or larger standpipes. Standpipes with two 2 1/2 inch ports are acceptable on standpipes with pipe sizes 4 inch and smaller.
- 6 Fire Department connections shall be on a street front but do not have to be within 100 feet of a hydrant per N.F.P.A. 14, Section 4-3.5.4.
- 7 Caps on 2-1/2 inch outlet valves shall have a 1/8 inch hole drilled in them to relieve pressure.
- 8 See Chapter 9 of the Seattle Fire Code for standpipe system requirements in high rise buildings.

INSPECTION REQUIREMENTS

- 1 Seattle Fire Department inspection of all overhead sprinkler piping, hangers, sway bracing, etc. prior to cover or concealment is required. Escutcheons or covers for concealed sprinklers must be left off for inspection purposes. Additional inspection after installing the covers is not required.
- 2 The fire department must inspect all joints, thrust blocks, tie-rods, etc. for new underground pipe prior to cover, and witness the hydrostatic test and flush prior to connection of the sprinkler system to the supply piping. Minimum depth of bury for underground piping shall not be less than 3 feet. The use of existing pipe for new systems shall be subject to inspection to determine the extent of tuberculation within the pipe.
- 3 The Contractor's Material and Test (CM&T) Certificates for Aboveground Piping and Underground Piping must be provided to the fire department inspector prior to final acceptance of the sprinkler system. An authorized representative of the installing contractor shall sign the CM&T Certificates.
- 4 Contact the Seattle Public Utilities Water Quality Inspector at (206) 233-2635 at least 48 hours in advance to schedule backflow prevention assembly inspection prior to Fire Department final inspection and sign-off for backflow preventers outside buildings. Call (206) 233-2621 for backflow preventers inside buildings.

PLAN SUBMITTAL REQUIREMENTS

- 1 Submit three (3) sets of drawings, one (1) set of catalog cut sheets for all equipment to be installed, and one (1) set hydraulic calculations to the Department of Planning and Development Applicant Services Center. Do not submit drawings directly to the Seattle Fire Department.
- 2 Submittals shall include all information required by NFPA 13. Plans must include water supply information required by NFPA 13. Plans must include water supply information from a recent (within five years) flow test in close proximity to the project site and in the same pressure zone and on the main to be tapped for sprinkler protection. For existing water supply information, and to schedule a flow test please call Seattle Public Utilities at (206) 684-5800.
- 3 Submittals are not required for relocation or addition of six (6) devices or less to an existing system.

Administrative Rule 9.06.07

<p>SUBJECT: OUT-OF-SERVICE FIRE AND LIFE SAFETY SYSTEMS</p>	<p>EFFECTIVE DATE: October 21, 2007</p>
<p>REFERENCES: 2006 SFC 107.1 2006 SFC 901.6 2006 SFC 901.7 2006 SFC 1404.5 2006 SFC 110.1 NFPA 72, 1999 Edition</p>	<p>SUPERSEDES: Administrative Rule 9.06.07 Out-of Service Fire Alarm, Standpipe, Fire Sprinkler and Emergency Alarm Systems, May 7, 2007</p>
<p>Administrative Rule 26.01.07 Administrative Rule 9.07.0</p>	<p>FCAB REVIEW DATE: May 15, 2007</p>
<p>NOTICE: Notice: Administrative Rules are established per 2006 Seattle Fire Code Section 104.1, and they are subject to the Administrative Sections 104.9 Alternate Materials and Methods, Section 104.8 Modifications, and Section 108.1 Appeals.</p>	<p>APPROVED: KENNETH TIPLER, FIRE MARSHAL</p>

SCOPE

This Administrative Rule specifies requirements for fire department notification and fire watch when building fire and life safety systems are out-of-service.

GENERAL

In the interest of life safety, immediate notification to the fire department in accordance with this rule is required for out-of-service fire and life safety systems listed below.

Exception: Systems listed that are out-of-service for less than 8 hours for scheduled maintenance or testing do not require Seattle Fire Department notification.

Out-of-Service Fire and Life Safety Systems Requiring Seattle Fire Dept. Notification

Fire alarms	Emergency alarmd
Smoke control systems	Fire pumps
Fire Supression Systems – Sprinklers, Foam, Halon, CO ₂ , Inergen	Fire alarm activated stairway door lock systems.
Rangehood fire supression	Standpipes
Fire alarm activated sequencing of life safety systems.	Emergency generator powering required life safety systems.
Building fire protection system in which a supervisory or trouble signal has been transmitted for a period exceeding eight hours and involves an actual system impairment.	

For specified occupancy groups, a fire watch may also be required when any of the above systems are out-of-service.

DEFINITIONS

For the purpose of this rule, fire watch and emergency alarm are defined as follows:

FIRE WATCH is a temporary measure for the purpose of detecting early signs of unwanted fire or hazardous material emergency, raising an alarm and notifying the fire department.

EMERGENCY ALARM is an alarm required by the building or fire code to alert occupants of an emergency situation involving hazardous materials.

REQUIREMENTS

Responsibilities of Building Owner or Occupant

For all occupancy groups, the building owner, owner's designee, or occupant shall:

1. Notify the Seattle Fire Department immediately at the **designated telephone 24-hour reporting line** of the occurrence of an out-of-service or trouble signal as noted above resulting from other than scheduled maintenance or testing. Scheduled maintenance or testing that will result in a life system being out of service continuously for more than 8 hours does require Seattle Fire Department notification.
- 1 Mark out-of-service standpipes with signage at the fire department connection indicating the standpipe is out of service.
- 2 According to building occupancy type, take measures to ensure a fire watch is being conducted in accordance with this rule.
4. Provide notification to building occupants of any out-of-service fire and life safety system, and provide occupant notification when restored to service.
5. Notify the Seattle Fire Department at the designated 24-hour reporting number when the out-of-service system is restored in full. Remove the out-of-service signage from the standpipe, if applicable.

The telephone number for the designated 24-hour Seattle Fire Department reporting line is 206-233-7219.

Information to be provided to the Seattle Fire Department on the reporting line includes the following:

- 1 Name and phone number of person reporting the information.
- 2 The nature of the problem or out-of-service system being reported and the estimated time before it will be back in full service.
- 3 The name and address of the building affected.
- 4 The name of the building owner, or occupant and their phone number, if known.

FIRE WATCH REQUIREMENTS BY OCCUPANCY TYPE AND OCCUPANT LOAD

Group/Division	Description
A	Assemblies where the posted occupant load is 50 or greater.
R-1, R-2, and R-4	Hotels, apartments and congregate residences.
I	Nursing homes, hospitals, health care facilities providing care which render patients incapable of self-preservation without assistance, jails.
E	Schools through the 12 th grade, day care centers, preschools, and day treatment centers.

For out-of-service fire alarm, fire sprinkler system or emergency alarm in the above Occupancy Groups **when occupied**, a fire watch shall be required as follows:

1. A designated fire watch shall continuously patrol all areas of the building where the fire

protection system is out-of-service at a frequency not to exceed 15 minutes. **Point of Information:** For residential occupancies, fire watch patrol is limited to the building common areas and building facilities such as laundry, maintenance, and storage areas. Fire watch patrol is not expected to enter private apartment or hotel units.

2 Persons performing fire watch shall be provided with an immediately accessible means of providing notification to the Fire Department (e.g. cellular telephone, land-line telephone, two-way radio to continuously staffed position).

3. A fire watch log shall be maintained at the occupancy and must be available for viewing by the Seattle Fire Department at all times during the fire watch. The log shall contain the following:

Address of the facility under fire watch

Description of fire watch duties (e.g. patrol route, frequency of patrol, location of telephone or cellular phone to notify Fire Department)

Running log of person conducting patrol, including name, starting and ending time of patrol shift, and signature

Record of any communication to the Fire Department and/or fire protection system monitoring company. See page 4 for sample log.

3 In a mixed-use occupancy, if any portion of the affected building contains an occupancy group listed above which is occupied, fire watch requirements shall apply. **Example:** A four story residential occupancy is located above a retail store (M occupancy). In the process of conducting tenant improvement to the M occupancy, the fire alarm in the retail store is placed out-of-service. If a fire occurred in the M occupancy, residents in the above R occupancy would not receive notification of the fire. Therefore, a fire watch is required. If you have questions regarding fire watch in a mixed-use occupancy, contact the Seattle Fire Department Confidence Testing Unit at 206-386-1351.

Note: Persons performing as a designated fire watch in occupied Group R-1, R-2, R-4, A, I and E Occupancies may not perform other duties while serving as a fire watch.

FIRE WATCH REQUIREMENTS IN SPECIFIED B, M, H, F AND S OCCUPANCY GROUPS

Group/Division	Description
B	Offices. Eating and drinking establishments with occupant load of <50.
M	Stores accessible to the public
H	Occupancies containing hazardous materials
F-1	Moderate Hazard factory and industrial occupancies.
S	Buildings occupied for storage uses.

For out-of-service fire alarm, fire sprinkler or emergency alarm systems in occupied Group B, M, H, F-1 and S Occupancy Groups, **when occupied**, a fire watch shall be required as follows:

1 During the hours the building is occupied, building occupants performing their regular duties, including construction workers, may act as a fire watch in lieu of a designated fire watch.

2 During the process of remodel or phased -in occupancy, when fire alarm, standpipes, fire sprinkler systems or emergency alarms are out-of-service, a dedicated fire watch must be specified to continually check floors on which there are no occupants. Example: During

remodel, if construction workers leave a floor vacant during lunch, a fire watch must be established to patrol the unoccupied floor. (During the period the construction workers are in the construction area, a designated fire watch is not required.)

Point of Information Fire watch shall be provided in accordance with Seattle Fire Code 2604.2 for hot-work activities and shall continue for a minimum of 30 minutes after the conclusion of the work. The fire code official is authorized to extend the fire watch based on the hazards or work being performed.

1 Persons serving as a dedicated fire watch shall be provided with an immediately accessible means of providing notification to the Fire Department (e.g. cellular telephone, land-line telephone, two-way radio to continuously staffed position).

- 4. When a dedicated fire watch is required, a fire watch log shall be maintained at the occupancy and must be available for viewing by the Seattle Fire Department at all times during the fire watch. The log shall contain the following:
 - Address of the facility under fire watch.
 - Description of fire watch duties (e.g. patrol route, frequency of patrol, location of telephone or cellular phone to notify Fire Department)
 - Running log of person conducting patrol, including name, starting and ending time of patrol shift, and signature
 - Record of any communication to the Fire Department and/or fire protection system monitoring company.

FIRE LOG – EXAMPLE

Crestwell Arms Apartment Building 12345 Main Street, Seattle WA Fire Alarm – Out of Service – Fire Department notified 4-23-02 via direct reporting line.

Fire Watch Patrol Route: Begin in basement, laundry, storage and recreation area. Move to Lobby and through hallways, floors one through four. Repeat at intervals not to exceed 15 minutes. Use cell phone provided for Fire Department notification.

Tuesday, April 23, 2007

Date	Name	Firewatch Shift Start	Firewatch Shift End	Comments	Signature
4-23-07	Jane Doe	11:42 pm	2:00 am		
4-24-07	Jack Smith	2:00 am	6:00 am		
4-24-07	Ted Hall	6:00 am	10:00 am		
4-24-07	Jack Smith	10:00 am	10:30 am	Repair Completed at 10:30 am by ABC Alarm Company. Fire Department notified.	

FOR ALL OCCUPANCY CLASSIFICATIONS – REQUIREMENTS ESSENTIAL FOR PUBLIC SAFETY

This administrative rule does not preclude the requirements of Seattle Fire Code, Section 102.8 which provides that requirements essential for public safety of an existing or proposed activity, building or structure, or for the safety of the occupants thereof, may be determined by the fire code official. Additional safeguards, including fire watch requirements, may be enacted by the fire code official under this provision.