FIRE MARSHAL BULLETIN
Fire Protection System Reporting & Fire Alarm Inspection Form Requirements

EFRS FMB 26-001

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BACKGROUND

The ULC Standard for S536-19 Fire Alarm Reporting introduced significant changes to the format and requirements related to fire alarm system testing, reporting and documentation. Many existing buildings, particularly those with older or modified systems, lack these records due to misplaced or incomplete documentation. This gap presents challenges for both service providers and the Authority Having Jurisdiction (AHJ) in ensuring compliance without imposing undue hardship on building owners or operators. In addition, Edmonton Fire Rescue Services (EFRS) is introducing a third-party online portal for fire protection companies to notify the AHJ of unrepaired deficient fire protection systems.

PURPOSE

The purpose of this bulletin is to communicate EFRS's position regarding the requirement to use the tabular format as shown in CAN/ULC S536-19 when reporting fire alarm deficiencies identified during fire alarm inspection, testing and maintenance, as well as the requirement to notify EFRS of unrepaired deficient fire protection systems. To ensure compliance with the standard please be advised of the following.

REPORTING OF UNREPAIRED DEFICIENT FIRE PROTECTION SYSTEMS

As per National Fire Code – 2023 Alberta Edition (NFC(AE)), Division C, Sentence 2.2.7.2.(4), if a person who carries out the maintenance of fire protection installations, including but not limited to portable fire extinguishers, fire extinguishing systems, fire alarm systems or fire alarm devices, discovers that a device or system is inoperative or defective and the owner or their authorized agent is unwilling or unable to correct the defect, the person carrying out the maintenance shall forthwith notify, in writing, the fire department and the owner or their authorized agent of that notification.

As such, effective **September 8, 2026** EFRS will have a third-party online portal where all fire protection companies operating in the city of Edmonton will be required to upload these unrepaired deficiency reports. Although the NFC(AE) only requires the above stated unrepaired defective reports to be reported to the fire department, as per the NFC(AE), Division C, Sentence 2.2.7.2.(4), EFRS does recommend uploading all fire protection system reports.

Portal Requirements:

LIV, the third-party online portal, can be accessed at app.livsafe.com. To ensure your company is set up properly, we encourage you to review the following items:

1. Get started by creating a LIV account by clicking this link
2. Familiarize yourself with the LIV platform and its features by watching this walkthrough
3. Review this step-by-step guide for instructions on **uploading reports in LIV**

Reporting Timelines:

To allow for business processes, EFRS's position is that systems with defects that have not been corrected, or the owner or authorized agents have not communicated their intention to correct the defects within **14 days** of the initial inspection, the NFC(AE), Division C, Sentence 2.2.7.2.(4) is triggered. Therefore, fire protection companies are

required to upload these fire servicing reports for unrepaired deficient fire protection systems **after** 14 days of the initial inspection. The reports can be uploaded at app.livsafe.com once an account has been created. When a fire protection system is reported as defective, a notice will be sent to the building owner(s), or their authorized agent, advising that the defects need to be corrected, and provide a timeline based on the category of deficiency. If the defects are not corrected, then a Fire Safety Codes Officer may conduct an inspection at the site.

Urgent Reporting:
As per the NFC(AE), Division B, Sentence 6.1.1.4.(1), when any portion of a fire protection system is temporarily shut down, alternative measures shall be taken to ensure that protection is maintained.

Defects that affect the operation or coverage of a system require immediate reporting (within 24 hours) and may require emergency repairs or Fire Watch until the repairs can be completed.

Non-compliance
EFRS aims to work with fire protection companies and property owners. Where owners or their authorized agents are making every effort to correct defects within 14 days, EFRS assumes compliance with the NFC(AE). However, if this timeline is not met, EFRS may take action under the Alberta *Safety Codes Act* to ensure compliance with the NFC(AE).

SERVICE PROVIDER RESPONSIBILITIES & KEY UPDATES

Mandatory Forms:
Since January 2024, the reference to CAN/ULC S536-19 was known to be part of the new code requirements coming into effect on May 1, 2024, with the NFC(AE). Compliance with the S536-19 document and its standardized reporting format became mandatory when the NFC(AE) was declared in force.

All sections of CAN/ULC-S537 and CAN/ULC-S536 must be completed. Partial reports will not be accepted. Where a section is not applicable, it must be clearly identified as intentionally not assessed by marking it “N/A.”

- CAN/ULC S536-19, 4.10 The inspection and test records required by this Standard and this Section, shall follow a tabular format as shown. Tests or inspections shall not be reworded, recorded, or otherwise modified from the prescribed format. Companies may recreate these required reports for their use, which may contain additions such as a corporate logo as an example.

Testing Requirements:
Smoke sensitivity and battery testing are mandatory. The sensitivity test provides a point-in-time verification that the detector responds within the manufacturer’s published operating range. The STANDATA which allowed for delayed sensitivity testing was not renewed with the adoption of the most recent code update. Therefore, reports must demonstrate smoke sensitivity testing was completed and recorded in table 23.2 “Individual Device Record,” regardless of whether it is an addressable or conventional system.

OWNER RESPONSIBILITIES

An information bulletin has been created for owners outlining their responsibilities to correct deficiencies found during the inspection, testing and maintenance of fire protection equipment. That bulletin can be viewed in its entirety on the City of Edmonton website. (https://www.edmonton.ca/programs_services/fire-rescue-services).

CONTACT INFORMATION

For questions regarding fire code compliance please contact fireprevention@edmonton.ca, or call 780-496-3628 (voicemail only).

For questions regarding the LIV fire protection reporting portal or the business owners portal, please contact LIV at support@livsafe.com.

Fire Marshal's Office
Edmonton Fire Rescue Services
Fire Prevention