



REQUIRED INSPECTION REPORTS

Reports below are part of the International Fire Code (IFC) Standards for Inspection, Testing and Maintenance of Fire Protection Systems to be provided to the City of Black Hawk Fire Department upon request and/or annual inspection. (Ref. IFC 107.3)

Inspection, Testing, and Maintenance

Fire detection, phone jack, radio system, clean agent, alarm, and extinguishing systems, mechanical smoke exhaust systems, pressurized stairwells, and smoke and heat vents shall be maintained in an operative condition at all times, and shall be replaced or repaired where defective. Non-required fire protection systems and equipment shall be inspected, tested and maintained or removed. (IFC 901.6)

Recordkeeping

A record of periodic inspections, tests, servicing and other operations and maintenance shall be maintained on the premises or other approved location for not less than 3 years, or a different period of time where specified in this code or referenced standards. Records shall be made available for inspection by the fire code official, and a copy of the records shall be provided to the fire code official upon request.

The fire code official is authorized to prescribe the form and format of such recordkeeping. The fire code official is authorized to require that certain required records be filed with the fire code official. (IFC 107.3) The City of Black Hawk Fire Department has required Systems Testing Forms available to be downloaded on the Fire Department webpage at <http://www.cityofblackhawk.org/city-departments/fire-department/fire-inspections-permits/>.

System test results must be submitted to the Black Hawk Fire Department during annual inspection. These forms must be used by technician/owner to provide documentation of their system test results. The Black Hawk Fire Department must always be notified of impairments.

The Systems Testing Forms offer a guideline of the requirements for the type of testing and results that shall be documented. However, technician/owner and companies should ensure testing procedures and documentation meet requirements established in NFPA standards, and submit to the City of Black Hawk Fire Department reports as required by State law.

Required Systems Testing Forms and Reports

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Fire Sprinkler, Fire Pump, and Standpipes

Note: Sprinkler systems shall be inspected, tested, and maintained annually as per IFC 901 in accordance with NFPA 25.



Fire Alarm

Note: Inspection, testing, and maintenance shall be performed annually as per IFC 907 in accordance with NFPA 14.3.1, table 14.3.1.

Hood Suppression

Note: Annual inspection in accordance with NFPA 17 and 17A.

Commercial Kitchen Hoods – Inspection

Hoods, grease-removal devices, fans, ducts and other appurtenances shall be inspected at intervals specified in Table 609.3.3.1 or as approved by the fire code official. Inspections shall be completed by qualified individuals.

Commercial Kitchen Hoods – Cleaning

Hoods, grease-removal devices, fans, ducts and other appurtenances shall be cleaned at intervals as required by IFC Sections 609.3.3.1 through 609.3.3.3.

TABLE 609.3.3.1:

TYPE OF COOKING OPERATIONS	FREQUENCY OF INSPECTION (AND CLEANING)
High-volume cooking operations such as 24-hour cooking, charbroiling or wok cooking	3 months
Low-volume cooking operations such as places of religious worship, seasonal businesses and senior centers	12 months
Cooking operations utilizing solid fuel-burning cooking appliances	1 month
All other cooking operations	6 months

Clean Agents

Note: Alternative Automatic Fire Extinguishing Systems include Clean Agents, CO2 Systems, and Dry Chemical Systems.

Smoke Control System Report

Emergency Generator System Report



**City of Black Hawk
Fire Department**
196 Clear Creek Street | PO Box 68
Black Hawk, CO 80422-068
Office 303-582-0426 | Fax 303-582-2229
www.cityofblackhawk.org

Portable Fire Extinguishers

Although reports for inspection and testing of fire extinguishers are not required to be submitted to the Fire Official's office, maintenance shall be performed in accordance with IFC 906 and NFPA 10 Chapter 7 (Inspection, Maintenance, and Recharging).

Portable Fire Extinguishers

According to the referenced standards, extinguishers shall receive annual inspections by a certified personnel for portable fire extinguishers. Tags or labels intended for recording inspections, maintenance, or charging shall be affixed so as not to obstruct the fire extinguisher use, fire extinguisher classification or manufacturer's labels. Labels indicating fire extinguisher use or classification, or both, shall be permitted to be placed on the front of the fire extinguisher.

Portable Fire Extinguishers for Commercial Cooking Equipment

In accordance with IFC 904.12.5 cooking equipment involving solid fuels or vegetable or animal oils and fats shall be protected by a Class K rated portable extinguisher.