



## MONTGOMERY COUNTY FIRE AND RESCUE SERVICE

Isiah Leggett  
County Executive

Thomas W. Carr, Jr.  
Fire Chief

February 20, 2007

Dear Building Owner/Manager:

Fire safety is a vital concern to everyone. The ability of a fire protection system to contain a fire in its beginning stages is paramount to reducing the damage caused by the fire. Poor maintenance and closed valves are major causes of fire protection system malfunctions. Ultimately, you the building owner/manager are charged with the responsibility to ensure the residents, tenants, patrons, staff and emergency personnel are protected by proper working fire detection, alerting, and suppression systems.

The Fire Marshall's Office has been mandated by Montgomery County Executive Regulation to implement a new program to ensure proper operation of all installed fire protection systems. This program is the direct result of several serious fires where systems were not maintained and failed to operate correctly. Subsequent investigations of other buildings in our county found many of the fire protection systems in those buildings would not operate as designed due to common maintenance issues. Due to these life safety concerns, Fire Code Enforcement Inspectors will be visiting your building to review the appropriate testing/inspection records for your fire and life safety systems. Please be prepared to provide the following:

Current records demonstrating the required periodic testing of your fire alarm system (if so equipped), per the National Fire Alarm Code Standard (NFPA 72).

- Current records demonstrating the required periodic testing of your fire sprinkler/standpipe system (if so equipped), per the Standard for Inspection, Testing and Maintenance of Water-Based Fire Protection Systems (NFPA 25).
- Current records demonstrating the testing/inspection of your commercial cooking equipment per the Standard for Ventilation Control and Fire Protection Cooking Operations (NFPA 96).

Inspectors will be checking and/or witnessing that a licensed testing agency has tested your system and provided you with the proper documentation. Upon satisfactory completion of this inspection you will be issued appropriate operational permits for the year. The fee for the permit is \$50.00 per system plus \$35.00 per quarter hour of Inspector's time.

The Montgomery County Government, Fire Code Enforcement Section strives to provide all residents, workers, employers, and business owners with a fire safe environment. We continuously work to identify hazards and help ensure our customers receive the best service.

Please complete and return the enclosed form regarding the presence of systems within your business.

If you have any questions, please call (240) 777-2427 and ask to speak with Lieutenant Matt Carrigan.  
You may view the new executive regulations by going to:

[www.montgomerycountymd.gov/firemarshal](http://www.montgomerycountymd.gov/firemarshal)



# Montgomery County Fire and Rescue

## Fire Code Enforcement Section

255 Rockville Pike, 2<sup>nd</sup> Floor

Rockville, MD 20850

Office: (240) 777-2457 Fax: (240) 777-2465



The business owner or manager must provide the following information in the postage paid return envelope.

Name of Business: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Please check all that apply to the building:

- |  |   |
|--|---|
| <input type="checkbox"/> Fire Sprinkler System | <input type="checkbox"/> Stairwell Pressurization System  |
| <input type="checkbox"/> Fire Alarm System     | <input type="checkbox"/> Atrium Pressurization System   |
| <input type="checkbox"/> Fire Standpipe System | <input type="checkbox"/> Commercial Cooking Equipment   |
| <input type="checkbox"/> Fire Pump             | <input type="checkbox"/> Emergency Generator <input type="checkbox"/> Gas <input type="checkbox"/> Diesel |
| <input type="checkbox"/> Fire Extinguishers    | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> Emergency Lighting    |   |

Responsible Party: \_\_\_\_\_

Printed Name

\_\_\_\_\_  
Signature