



FIRE MARSHAL BULLETIN



March 5, 2025-001

FIRE ALARM REPORTING

CAN/ULC-S536-19 Fire Alarm Inspection, Fire Alarm Reporting, Testing & Maintenance: Documentation Expectations

BACKGROUND

The ULC Standard for S-536-19 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), ensuring compliance without imposing undue hardship on building owners or operators. As well, without the sequence of operations the system cannot be tested to CAN/ULC S536 detailed requirements.

PURPOSE

This bulletin aims to guide service providers on mitigating compliance issues or deficiencies related to missing information and using correct documentation during fire alarm inspection, testing and maintenance. The relevant ULC Standard introduced significant changes to the format and requirements for fire alarm reports and documentations. To ensure compliance with the standard please be advised of the following.

SERVICE PROVIDER RESPONSIBILITIES & KEY UPDATES

1. **Mandatory Forms:** Complete all sections of CAN/ULC-S537 and CAN/ULC-S536. Partial reports will not be accepted and where sections are not applicable it must indicate it has been intentionally not assessed by marking '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 may not be reworded or revised in order or format. Companies may recreate these required reports for their use, which may contain additions such as a corporate logo as an example.

2. **Testing Requirements:** Smoke sensitivity and battery testing are mandatory. The Standata which allowed for delayed sensitivity testing was not renewed with the adoption of most recent code update. Therefore, reports must demonstrate smoke sensitivity was completed and recorded in the table 23.2 "Individual Device Record," regardless of whether if it is an addressable or conventional system.

Since January 2024, the reference to CAN/ULC S536-19 was known to be part of the new code requirements coming into effect as of May 1, 2024, with the National Fire Code – Alberta Edition 2023 (NFC(AE)). Compliance with the S536-19 document and its standardized reporting format became mandatory with the adoption of the NFC(AE) 2023.

The ULC documents are available for purchase or online viewing at: [ULC 536 | UL Standards & Engagement | ULC Form](#)

Reporting of Deficient Systems

Service companies are required to report all Fire Protection Equipment deficiencies to the fire department as per NFC-AE 2023 Division C - 2.2.7.2. To allow for business processes, the CFD expects systems to be reported within 10 business days of the initial inspection. When a system is reported as deficient, a Fire Safety Codes Officer will contact the building owner(s), or their authorized agent, to ensure that the appropriate repairs are completed. Below you will find a link for the 311 direct access reporting pages.

<https://calgary-cwiprod.motorolasolutions.com/cwi/direct/CFILSSFP>

Deficiencies that affect the operation or coverage of a system require immediate reporting and may require emergency repairs or Fire Watch until the repairs can be completed.

NFC(AE) C-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.

NFC(AE) 2023 6.1.1.4. Protection during Shutdown 1) When any portion of a fire protection system is temporarily shut down, alternative measures shall be taken to ensure that protection is maintained. (See Note A-6.1.1.4.(1).)

For more information, contact the Fire Marshal's office. Thank you for your cooperation.

Fire Marshal's Office

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