



# ONTARIO FIRE DEPARTMENT FIRE PROTECTION STANDARD

SYSTEM OUT OF SERVICE  
STANDARD #E-009

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## **PURPOSE:**

It is the purpose of this standard to define a uniform guide for maintaining fire detection and protection when required fire protection systems are out of service.

## **SCOPE:**

This standard shall set forth the requirements when a required fire protection system is out of service for repair, maintenance, inspection and testing.

## **AUTHORITY:**

The 2013 California Fire Code (C.F.C.) Chapter 9: Section 901.7

## **BACKGROUND:**

The Ontario Fire Department responds to all transmitted fire alarms from the private Central Monitoring Stations to Fire Dispatch until it is determined by responding emergency personnel that the existence of an actual emergency is confirmed or denied.

False fire alarms have occurred, and have tied up emergency resources, due to required fire protection systems being placed out of service for repair, maintenance, inspection and testing; and no notification was made to the Fire Department.

The following procedure shall be followed anytime a required fire protection system is to be placed out of service for repair, maintenance, inspection and testing.

## **PROCEDURE:**

### SYSTEM OUT OF SERVICE

Where a required fire protection system is out of service, the fire department shall be notified immediately, and before the system is placed out of service. Where required by the Fire Code Official, the building shall either be evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shut down until the fire protection system has been returned to service.

Where utilized, fire watches shall be provided with at least one approved means for notifying the fire department and their duty shall be to perform constant patrols of the protected premises and keep watch for fires. Refer to Fire Protection Standard #E-001, Fire Watch.

## RESPONSIBILITY

The building owner or responsible party shall comply with the requirements of this Standard.

The building owner or responsible party shall authorize the preplanned placement of a required fire protection system out of service. Before authorization is given, a designated individual shall be responsible for verifying that all of the following procedures have been implemented:

1. The extent and expected duration of the out of service need has been determined.
2. The areas or buildings involved have been inspected and the increased risks determined.
3. The Fire Department has been notified.
  - a. Out of service placement notification is to be made to Ontario Fire Dispatch at (909) 983-5911.
  - b. Information required; location address, name of business, name and phone number of service technician, name of company providing service, and estimated time to have the system back in service.
4. The monitoring alarm company has been notified.
5. Supervisors in the areas to be affected have been notified.
6. A plan to evacuate the building or areas to be affected; or to provide an approved fire watch has been implemented.

When the required fire protection system is placed back into service the building owner or responsible party shall verify that all of the following procedures have been implemented:

1. Necessary inspections and tests have been conducted to verify that affected systems are operational.
2. The Fire Department has been notified.
  - a. In service notification is to be made to Ontario Fire Dispatch at (909) 983-5911.
3. The monitoring alarm company has been notified.
4. Supervisors in the areas affected have been notified.
5. The evacuation or fire watch has been suspended.

## EMERGENCIES

When unplanned placement of a required fire protection system out of service occurs, appropriate emergency action shall be taken to minimize potential injury and damage. The building owner or responsible party shall implement the steps outlined above in the preplanned placement of a required fire protection system out of service.

## FALSE FIRE ALARMS

The Ontario Municipal Code, Ordinance #2004-065 provides for the Fire Department to charge for multiple false alarms. The fee charge is \$500.00 for each false fire alarm response in excess of three false fire alarm responses in 90 days.

Where a false fire alarm has been determined to have originated due to the above procedures not having been implemented, the building owner and/or responsible party can be charged for that false fire alarm response.