
FIRE PREVENTION & COMMUNITY RISK REDUCTION DIVISION

INFORMATION NOTICE 2026-02

SUBJECT: Minimum contractor qualifications for required inspection, testing & maintenance (ITM) of fire protection systems.

EFFECTIVE: August 1, 2026 **Shall apply until the next adopted Fire Code cycle.*

**ITM requirement for water-based fire protection systems shall apply effective immediately in accordance with Colorado state law.*

**PFA grants a period of approximately 6-months from the date of this notice for all servicing contractors to meet these requirements in full.*

CODE REFERENCES: IFC, Section 901.6.1 (2024 edition as adopted)
NFPA 25, Sections 4.1.1.3; 4.1.1.3.1 (2023 edition)
NFPA 13, Section 32.1 (2022 edition)
Colorado Law 8 CCR 1507-11
NFPA 72, Sections 14.2.3.6; 10.5.3.1; 10.5.3.3; 10.5.3.5.1 (2022 edition)
NFPA 96, Sections 12.2.1; 12.4; 12.6.1 (2021 edition)
IFC, Section 606.3.3.2 (2024 edition as adopted)
NFPA 17A, Sections 8.3.1; 8.3.1.1 (2021 edition)
NFPA 17, Sections 11.1.3; 11.1.3.1 (2021 edition)
NFPA 10, Sections 7.1.2.1; 7.1.2.1.2 (2022 edition)
NFPA 1225, Sections 18.5; 20.3.10; 20.3.10.1.2 (2022 edition)
IFC, Section 705.2 (2024 edition as adopted)
NFPA 80, Section 5.2.4.2 (2022 edition)
NFPA 105, Section 5.2.1 (2022 edition)
NFPA 110, Section 8.4.8 (2022 edition)
IFC, Sections 909.18.8; 18.8.2 (2024 edition as adopted)
NFPA 92, Section 8.6.5 (2021 edition)
IFC, Section 916.11 (2024 edition as adopted)
IFC, Section 102.9 (2024 edition as adopted)
IFC, Section 904.1.1 (2024 edition as adopted)

SCOPE:

This correspondence outlines the minimum qualifications all individuals, companies, and servicing contractors shall meet when performing required inspection, testing, and maintenance (ITM) to fire protection systems within the Poudre Fire Authority's (PFA) jurisdiction. PFA's jurisdiction includes the City of Fort Collins, the Town of Timnath, the communities of Laporte and Bellvue, Horsetooth Reservoir and Redstone Canyon, and portions of Larimer and Weld Counties.

These requirements shall supersede any previous requirements or approvals to perform inspection, testing, or maintenance (ITM) work. Individuals, companies, and servicing contractors who do not meet these qualifications are not approved to perform ITM work until these qualifications are met. In some circumstances, PFA may approve alternative means and methods for qualifications provided that it can be demonstrated that training, licensing, certification, and experience clearly provides an equivalency. Requests to approve alternative means and methods for qualification shall be made to PFA in writing. PFA will not consider experience alone as an equivalency to training, licensing, certification, or as a sole means to being qualified.

Additional requirements may apply for new installations or modification to existing fire protection systems. These requirements are not addressed in this document as they are outside the scope of inspection, testing, and maintenance (ITM) work. Please contact PFA's Technical Services team or visit our website regarding construction permits for these matters.

SUBMITTAL OF ITM REPORTS TO BRYCER'S THE COMPLIANCE ENGINE:

PFA will reject any ITM reports submitted to Brycer's The Compliance Engine where it is determined that the individual, company, or servicing contractor are not qualified as determined by PFA. Individuals, companies, and servicing contractors shall be required to upload proof of qualifications to Brycer's The Compliance Engine. Qualification requirements shall apply to each individual technician who performs ITM work. PFA may issue a stop work order for work that is performed by unqualified persons. PFA may refuse to approve work performed within our jurisdiction by individuals, companies, or servicing contractors who demonstrate an inability to meet qualification requirements. If necessary, PFA may refuse to approve work permanently for those who are unwilling to meet qualification requirements.

QUALIFIED SHALL MEAN:

Water-Based Fire Protection Systems

Including but not limited to:

- **Automatic Fire Sprinkler Systems** as per NFPA 13, 13R & 13D *Including limited area systems.
- **Standpipe Systems** as per NFPA 14.
- **Foam-water Spray Systems** as per NFPA 16.
- **Fire Pumps** as per NFPA 20.
- **Water Tanks** as per NFPA 22.
- **Underground Fire Lines and Hydrants** serving private systems as per NFPA 24.
- **Automatic Water-mist Systems** as per NFPA 750.

Required For All Work -DFPC Fire Suppression System Contractor Registration

Individuals, companies, or servicing contractors shall have a current registration with the Colorado Division of Fire Prevention and Control (DFPC) for the correct scope of work being performed as per Colorado state law, C.R.S. 24-33.5-1202 & CCR 1507-11:

- Fire Suppression Systems Contractor.
- Residential Fire Suppression System Contractor.
- Fire Suppression System Contractor-Underground.
- Fire Suppression System Contractor-Backflow.

All Sprinkler Fitters shall be required to carry their registration card on them anytime they are performing work. This registration applies to an individual and not the company they represent.



ITM work may be performed by a person who does not hold Sprinkler Fitter status when their work is under the direct supervision and in the immediate presence of the Sprinkler Fitter.

PFA may provide a written notice of complaint to the Colorado Division of Fire Prevention and Control (DFPC) for contractors who are unable to furnish their registration card or fail to uphold applicable requirements at the time they are performing work.

A list of currently registered contractors can be found here: <https://dfpc.colorado.gov/fire-suppression-system-contractors>

Option #1 -NICET (National Institute for Certification in Engineering Technologies) Certification

**In addition to DFPC Fire Suppression System Contractor Registration.*

- NICET -Inspection and Testing of Water-Based Systems (ITWBS) I, II or III certificate.

Option #2 -NFPA (National Fire Protection Association) Certification

Shall have a certificate for one of the following:

**In addition to DFPC Fire Suppression System Contractor Registration.*

- NFPA -Certified Sprinkler ITM Specialist for Facility Managers (CSITMS).
- NFPA -Certified Water-Based Fire Protection System Inspection, Testing, and Maintenance (WBITM).
- NFPA -Certified Water-Based Systems Professional (CWBSP).

Fire Alarm & Detection Systems

All Fire Alarm & Detection Systems as per NFPA 72.

Option #1 -NICET (National Institute for Certification in Engineering Technologies) Certification

- NICET -Inspection and Testing of Fire Alarms Systems I or II certificate.

Option #2 -Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the fire alarm manufacturer for the system type in which they perform work. Manufacturer-provided training shall not be transferrable between manufacturer or fire alarm system types, e.g., approved training and certification from Notifier shall only apply to ITM performed for Notifier fire alarm systems, etc.

Option #3 -NFPA (National Fire Protection Association) Certification

- NFPA -Certified Fire Alarm ITM Specialist for Facility Managers (CFAITMS).

Commercial Cooking Equipment & Extinguishing Systems

Including but not limited to:

- **Commercial Cooking Extinguishing Systems** as per NFPA 17A & NFPA 96.
- **Pre-engineered Automatic Dry- and Wet-chemical Systems** as per UL 300.
- **Other Systems** as per the adopted Fire Code.

**Where the commercial cooking equipment extinguishing system involves a water-based fire protection system, e.g., automatic fire sprinklers; automatic water mist system; foam-water systems, or similar, those performing inspection, testing, and maintenance (ITM) work shall have a current*



registration with the Colorado Division of Fire Prevention and Control (DFPC) as per Colorado state law, C.R.S. 24-33.5-1202 & CCR 1507-11.

Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the manufacturer for the system type in which they perform work. Manufacturer-provided training shall not be transferrable between manufacturer types, e.g., approved training and certification from ANSUL shall only apply to ITM performed for ANSUL systems, etc.

Please be advised that these requirements are clearly stated in the manufacturer's literature and are typically a condition of the product's warranty and UL listings, and therefore, PFA will not issue approval for alternative means and methods for qualification for these system types.

Example: ANSUL R-102 Restaurant Fire Suppression System, Design, Installation, Recharge, and Maintenance Manual, Section 8, states: "Those individuals responsible for the maintenance of the R-102 system must be trained and hold a current ANSUL certificate in an R-102 training program."

Commercial Cooking Equipment Cleaning

All commercial cooking equipment as regulated by the adopted Fire Code (IFC).

Option #1 -IKECA (International Kitchen Exhaust Cleaning Association) Certification

- IKECA -Professional Exhaust Cleaning Technician (PECT) certificate.
- IKECA -Certified Exhaust Cleaning Technician (CECT) certificate.
- IKECA -Certified Exhausts Cleaning Specialist (CECS) certificate.

Option #2 -Approved Trade Schools and Training Programs

Individuals, companies, or servicing contractors shall have a current certificate from a trade school or program approved by the Poudre Fire Authority on a case-by-case basis, and where it can be demonstrated that the curriculum is based on meeting NFPA 96 and the ANSI/IKECA C10-2021 Standard for the Methodology for Cleaning Commercial Kitchen Exhaust Systems, 2nd Edition. Requests to approve these programs for qualification shall be made to PFA in writing.

Portable Fire Extinguishers

Including but not limited to (as per NFPA 10):

- **Dry Chemical-type.**
- **Wet Chemical-type, such as Class K-type for cooking media.**
- **Carbon Dioxide-type.**
- **Clean Agent-type.**
- **Film-forming Foam-type.**
- **Halogenated-type.**
- **Water- or Water-mist-types.**
- **Wheeled Units or Cartridge-type.**
- **Obsolete Portable Fire Extinguishers** as identified in NFPA 10.

Option #1 -ICC (International Code Council) Certification

- ICC -Portable Fire Extinguisher Technician certificate.



Option #2 -ICC/NAFED (National Association of Fire Equipment Distributors) Certification

- ICC/NAFED -Portable Fire Extinguisher Technician certificate.

Option #3 -Amerex or Badger FED Learning Center

- Amerex or Badger OEM Training Certificate.

Option #4 -Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the manufacturer for the brands in which they perform work.

Option #4 -Approved Trade Schools and Training Programs

Individuals, companies, or servicing contractors shall have a current certificate from a trade school or program approved by the Poudre Fire Authority on a case-by-case basis, and where it can be demonstrated that the curriculum is based on meeting NFPA 10. Requests to approve these programs for qualification shall be made to PFA in writing.

Emergency Responder Communication Enhancement Systems (ERCES)

All Emergency Responder Communication Enhancement Systems as per NFPA 1225.

NICET (National Institute for Certification in Engineering Technologies) Certification

- NICET -In-Building Public Safety Communications (IB-PSC) certificate.

**As an emerging technology, there are no known certification programs other than provided by NICET. PFA's position is that NICET is the appropriate path to being determined qualified for this work; NICET is a recognized and respected certifying entity based upon testing, performance verification, and actual work history.*

Fire Door Assemblies & Opening Protectives

****Does not apply to fire dampers, fabric fire safety curtains, and fire protective curtain assemblies***

Including but not limited to (as per NFPA 80 & 105):

- **Fire & Smoke Door Assemblies and other Opening Protectives**
 - **Horizontally & Vertically Sliding Doors.**
 - **Special Purpose Horizontally Sliding Accordion or Folding Doors.**
 - **Rolling Steel Doors.**
 - **Fire Shutters.**
 - **Service Counter Fire Doors.**
 - **Hoistway Doors for Elevators & Dumbwaiters.**
 - **Chute & Access Doors.**
 - **Fire Windows.**
 - **Glass Block Assemblies.**

Option #1 -NFPA (National Fire Protection Association) Certification

- NFPA -Certified Fire Inspector (CFI).

Option #2 -INTERTEK's Qualified Personnel (IQP) Program

- INTERTEK -Qualified Fire & Egress Door Inspector Certificate.



Option #3 -(DHI) Door and Hardware Institute

- DHI- Certified Fire & Egress Door Assembly Inspector (CFDAI).

Option #4 -(ALOA SPAI) Security Professionals Association, Inc.

- ALOA SPAI- Life Safety & Fire Door Inspector Certificate (LSFDI).

Option #5 -Approved Training or Certification Programs

Individuals, companies, or servicing contractors shall have a current certificate from a program approved by the Poudre Fire Authority on a case-by-case basis, and where it can be demonstrated that the curriculum is based on meeting NFPA 80 and NFPA 105. Requests to approve these programs for qualification shall be made to PFA in writing.

Emergency Power Supply Systems (EPSSs), Including but not limited to Generators-

Including but not limited to (as per NFPA 110):

- **Level 1 or Level 2 EPSSs, such as Generators**
- **EPSSs that serve life-safety functions as defined by NFPA 101 and NFPA 99 or otherwise;** including but not limited to one or more of the following:
 - **Life-safety illumination.**
 - **Fire detection and alarm systems.**
 - **Elevators.**
 - **Fire pumps.**
 - **Public safety communication systems.**
 - **Industrial processes where power interruption impacts life-safety.**
 - **Essential ventilating and smoke-removal systems.**

Option #1 -NFPA (National Fire Protection Association) Certification

- NFPA -Certified Emergency Power Systems Specialist (CEPSS) For Facility Managers.

Option #2 -MGI (National Fire Protection Association) Certification

- NFPA -Certified Emergency Power Systems Specialist (CEPSS) For Facility Managers.

Option #3 -EGSA (Electrical Generating Systems Association) Certification

- EGSA -Technician Certification Apprentice Certification for ITM, and Journeyman Certification for troubleshooting.

Option #4 -Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the manufacturer for the brands in which they perform work. Note that this training needs to demonstrate knowledge, skills, and abilities for the interconnection of the EPSSs with life-safety systems as per NFPA 110. Training which is limited to the generator does not satisfy the requirement for qualification.

Smoke Control Systems

All Smoke Control Systems as required by the IFC or where it has been approved as an alternative means & methods.

Licensed Fire Protection Engineer and/or Mechanical Engineer



Individuals, companies, or servicing contractors shall be a licensed fire protection engineer and/or mechanical engineer in the state of Colorado and hold a certificate as an “air balancer.”

**Facility managers or similar personnel who have general knowledgeable of the system DO NOT meet the criteria of being considered qualified to perform inspection, testing, and maintenance (ITM) work.*

Gas Detection & Emergency Alarm Systems

Including but not limited to:

- **Insulated Liquid Carbon Dioxide Systems used for Beverage Dispensing Greater than 100 Pounds.**
- **Carbon Dioxide Enrichment Systems.**
- **Carbon Monoxide Detection Systems.**
- **Industrial or Special Hazard Gas Detection Systems.**
- **Emergency Alarm Systems for H Occupancies.**

Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the manufacturer for the brands in which they perform work. Note that this training needs to demonstrate knowledge, skills, and abilities for sensor calibration, troubleshooting, and inspection, testing, and maintenance (ITM) for the detection equipment installed and the specific hazards present.

Alternative Automatic Fire-Extinguishing Systems

Including but not limited to:

- **Paint/Spray Booth Systems.**
- **Wet-chemical Systems** as per NFPA 17A **See Commercial Cooking Equipment & Extinguishing Systems.*
- **Dry-chemical Systems** as per NFPA 17.
- **Foam Systems** as per NFPA 11.
- **Carbon Dioxide Systems** as per NFPA 12.
- **Halon Systems** as per NFPA 12A.
- **Clean-agent Systems** as per NFPA 2001.
- **Automatic Water Mist Systems** as per NFPA 750.
- **Hybrid Fire-extinguishing Systems** as per NFPA 770.
- **Aerosol Fire-extinguishing Systems** as per NFPA 2010.

Manufacturer-Provided and Approved Training with a Certificate

Individuals, companies, or servicing contractors shall have a current certificate from the manufacturer for the system type in which they perform work. Manufacturer-provided training shall not be transferrable between manufacturer types.

APPLICABLE CODE REFERENCES:

IFC, 901.6.1 Standards- Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 901.6.1.

Water-Based Fire Protection Systems-



NFPA 13, 32.1- A sprinkler system installed in accordance with this standard shall be inspected, tested, and maintained by the property owner or their authorized representative in accordance with NFPA 25 to ensure the system continues to provide a reasonable degree of protection for life and property from fire.

CO 8 CCR 1507-11, 3.1 Registration Required, 3.1.1- Any individual or company that employs individuals who physically work on, design, test, inspect, or install any part of a Fire Suppression System, including underground supply lines from public water lines to system risers and backflow preventers, must be registered. *See exemptions.

NFPA 25, 4.1.1.3- Inspection, testing, and maintenance shall be performed by qualified personnel.

NFPA 25, 4.1.1.3.1- Qualified personnel shall meet at least one of the following qualifications: (1) Meets the requirements and training for a given field acceptable to the authority having jurisdiction; (2) Is certified by a nationally recognized fire protection certification organization acceptable to the authority having jurisdiction; (3) Is registered, licensed, or certified by a state or local authority to perform inspection, testing, and maintenance of water-based fire protection systems.

Fire Alarm & Detection Systems-

NFPA 72, 14.2.3.6 Service Personnel Qualifications and Experience- Service personnel shall be qualified and experienced in accordance with the requirements of 10.5.3.

NFPA 72, 10.5.3.1 Inspection Personnel- Inspections shall be performed by personnel who have developed competence through training and experience that are acceptable to the authority having jurisdiction or meet the requirements of 10.5.3.4.

NFPA 72, 10.5.3.2 Testing Personnel- Testing personnel shall have knowledge and experience of the testing requirements contained in this Code, of the equipment being tested, and of the test methods. That knowledge and experience shall be acceptable to the authority having jurisdiction or meet the requirement of 10.5.3.4.

NFPA 72, 10.5.3.5.1 Programming Personnel- Personnel programming a system shall be certified by the system manufacturer.

Commercial Kitchen Suppression Systems & Cleaning-

NFPA 96, 12.2.1 Inspection, Testing, and Maintenance of Fire-Extinguishing Systems- Maintenance of the fire extinguishing systems and listed exhaust hoods containing a constant or fire-activated water system that is listed to extinguish a fire in the grease removal devices, hood exhaust plenums, and exhaust ducts shall be made by properly trained, qualified, and certified person(s) acceptable to the authority having jurisdiction at least every 6 months.

NFPA 96, 12.4 Inspection for Grease Buildup- The entire exhaust system shall be inspected for grease buildup by a properly trained, qualified, and certified person(s) acceptable to the authority having jurisdiction and in accordance with Table 12.4.

NFPA 96, 12.6.1 Cleaning of Exhaust Systems- If, upon inspection, the exhaust system is found to be contaminated with deposits from grease-laden vapors, the contaminated portions of the exhaust



system shall be cleaned by a properly trained, qualified, and certified person(s) acceptable to the authority having jurisdiction.

IFC, 606.3.3.2 Grease accumulation- If during the inspection it is found that hoods, grease-removal devices, fans, ducts or other appurtenances have an accumulation of grease, such components shall be cleaned in accordance with ANSI/IKECA C10.

NFPA 17A, 8.3.1- A service technician who performs maintenance on an existing system shall be trained and shall have passed a written test that is acceptable to the authority having jurisdiction.

NFPA 17A, 8.3.1.1- The service technician shall possess a certification document confirming the requirements in 8.3.1 and issued by the manufacturer or testing organization that is acceptable to the authority having jurisdiction.

Alternative Fire Extinguishing Systems-

NFPA 17, 11.1.3- A service technician who performs maintenance on an extinguishing system shall be trained and shall have passed a written or online test that is acceptable to the authority having jurisdiction.

NFPA 17, 11.1.3.1- The service technician shall possess a certification document confirming the requirements in 11.1.3 issued by the manufacturer or testing organization that is acceptable the authority having jurisdiction.

Portable Fire Extinguishers-

NFPA 10, 7.1.2.1- Persons performing maintenance and recharging of extinguishers shall be certified.

NFPA 10, 7.1.2.1.2- Certification requires that a person pass a test administered by an organization acceptable to the AHJ.

Emergency Responder Communication Enhancement Systems (ERCES)-

NFPA 1225, 18.5 Testing Requirements- Systems that are used to comply with the requirements of Chapter 18 [In-Building Emergency Responder Communication Enhancement Systems] shall be tested in accordance with 20.3.19 and 20.3.10.1.

NFPA 1225, 20.3.10- Where in-building emergency responder communications enhancement systems are installed, a system test shall be conducted, documented, and signed by a person approved by the AHJ upon system acceptance and once every 12 months.

NFPA 1225, 20.3.10.1.2- Qualifications of testing personnel shall be submitted to the AHJ for approval and acceptance.

Fire Doors & Opening Protectives-

IFC, 705.2 Inspection and maintenance- Opening protectives in fire-resistance-rated assemblies shall be inspected and maintained in accordance with NFPA 80 and NFPA 105. Openings in smoke partitions shall be inspected and maintained in accordance with NFPA 105. Fire doors and smoke and draft control doors shall not be blocked, obstructed, or otherwise made inoperable. Fusible links shall be replaced promptly whenever fused or damaged. Opening protectives and smoke and draft control doors shall not be modified.



NFPA 80, 5.2.4.2- For doors complying with Chapters 11 and 13, periodic inspection and testing shall be performed by a trained rolling steel fire door systems technician.

NFPA 105, 5.2.1- Inspections and testing shall be performed by a qualified person.

Emergency Power Supply Systems (EPSSs), Including but not limited to Generators-

NFPA 110, 8.4.8- EPSS components shall be maintained and tested by qualified person(s).

Smoke Control Systems-

IFC, 909.18.8 Testing for smoke control- [Acceptance testing] Smoke control systems shall be tested by a special inspector in accordance with Section 1705.19 of the International Building Code.

IFC, 909.18.8.2 Qualifications- Approved agencies for smoke control testing shall have expertise in fire protection engineering, mechanical engineering and certification as air balancers.

NFPA 92, 8.6.5- The system [smoke control systems] shall be tested by persons who are thoroughly knowledgeable in the operation, testing, and maintenance of the systems.

Carbon Dioxide Gas Detection Systems-

IFC, 102.9 Matters not provided for- Requirements that are essential for the public safety of an existing or proposed activity, building or structure, or for the safety of the occupants thereof, that are not specifically provided for by this code, shall be determined by the fire code official.

Alternative Automatic Fire-Extinguishing Systems-

IFC, 904.1.1 Certification of service personnel for fire-extinguishing equipment- Service personnel providing or conducting maintenance on automatic fire-extinguishing systems, other than automatic sprinkler systems, shall possess a valid certificate issued by an approved governmental agency, or other approved organization for the type of system and work performed.

APPROVED:



Shawn McGaffin, Division Chief – Fire Marshal