



CITY OF NEWPORT BEACH

COMMUNITY DEVELOPMENT DEPARTMENT

LIFE SAFETY SERVICES

GUIDELINES AND STANDARDS

GUIDELINE F.07 - Office of the State Fire Marshal Type L License Requirements

F.07.1 PURPOSE

The purpose of this Guideline is to assist business owners, managers and others with obtaining a Type “L” (limited) license from the Office of the State Fire Marshal in order to perform annual testing and maintenance of fire protection systems in the City of Newport Beach.

The Office of the State Fire Marshal (OSFM) has amended sections of Chapter 5, Title 19 California Code of Regulations to add a limited license (Type L) for the annual testing and maintenance of wet sprinkler systems, standpipe systems, and private fire service mains. This license will allow public and private entities who have the required training and tools, to perform the annual testing and maintenance. Prior to the April 2007 adoption of NFPA 25, many of these tests and maintenance items were not required on an annual basis and those that were required were allowed to be performed by in-house personnel without benefit of a license. In order to obtain a Type L license, the following forms and procedures must be completed and approved by the OSFM and/or Life Safety Services:

F.07.2 PROCEDURE

1. Complete OSFM “Concern Application” form for “Automatic Extinguishing System License for Type L certification”, available at the OSFM website;
<http://osfm.fire.ca.gov/strucfireengineer/strucfireengineer.php>

Select “Automatic Extinguishing System (AES)” on the left side of webpage, scroll down to “**SFM license /Application:**”, and select “Concern Application”.

The following are some of the more pertinent items that will be required on the application and forms:

- List all engineered and pre-engineered systems which you intend to service by type of extinguishing agent and manufacturer’s designation including instructions, application installation, recharge, operation, service and/or manuals, supplements, and/or addendums to such manuals which are possessed or maintained by applicant.

- Complete OSFM form AES 11 “Limited License Tool Checklist”. List all tools, equipment, or supplies and parts owned by the licensee and kept as part of the normal inventory which you intend to use in servicing systems for which the license is being applied. The AES 11 form shall be verified and endorsed by the Newport Beach Fire Department.
 - List of employees that are qualified to perform the service for which the license is applied for and verification of the licensee’s or their employee’s training, education, and experience.
2. Compile all applicable OSFM forms that require endorsement by the Newport Beach Fire Department and contact us at 949-644-3361 to schedule a date and time to verify licensee’s training, education, and experience.

Note: A Type L license for inspection and testing is only applicable to the address of the business noted on the application. For the same business or concern located at multiple locations, the business or concern owner must have a separate Type L license for each address.

Additional Information for Weekly Fire Pump Test Certificate

In order to obtain a weekly fire pump test certificate, the business or concern must first have a Type L license and provide the following:

- Completed OSFM “Application for Weekly Fire Pump Test Certificate”
- Pay fee to the OSFM
- Pass a written test conducted by the State Fire Marshal.

Note: Pressure maintenance (Jockey) pumps are considered part of the fire pump system and shall be inspected, tested and maintained in conjunction with the fire pump testing. Fire pump testing certification is invalid without the Type L license.

Contact Life Safety Services at 949-644-3200 to schedule testing verification and application endorsement.

Required Forms

The following OSFM forms must be utilized when conducting inspection, testing, and maintenance of the fire protection system as allowed by the Type L license. The required forms are not required to be submitted to Life Safety Services, but shall be maintained by the owner and made available when requested. The forms are available at the OSFM website;

<http://osfm.fire.ca.gov/strucfireengineer/strucfireengineer.php>

Select: “**Automatic Extinguishing System (AES)**” on the left side of the webpage, scroll down to “**Labels/Tags/Forms:**” and select the appropriate AES forms:

- **AES 1** (Inspection, Testing, and Maintenance Cover Sheet)
 - **AES 2** (Fire Sprinkler System)
 - **AES 3** (Standpipe System)
 - **AES 4** (Private Fire Main Systems)
 - **AES 5** (Fire Pumps)
 - **AES 6** (Water Storage Tanks)
 - **AES 7** (Water Spray Fixed Systems)
 - **AES 8** (Foam-Water Sprinkler Systems)
 - **AES 9** (Continuation Sheet)
 - **AES 11** (Limited License Tool Checklist)
 - **AES 12** (Local Fire Authority Endorsement)
3. Submit completed forms, Newport Beach Fire Department endorsement, and any associated fees to:

California Department of Forestry & Fire Protection
Cashier Unit/Fire Extinguisher Program
P.O. Box 944246
Sacramento, CA 94244-2460
TEL: (916) 445-8376

4. Annual Renewal Information:

Original licenses issued by the OSFM shall be valid from the date of issuance through December 31st of the year in which issued. Thereafter, each license shall be renewed annually and renewals shall be valid from January 1st through December 31st.