



CITY OF CLEVELAND
Mayor Justin M. Bibb

Application for a Certificate of Qualification For Designating Who is Responsible For Fire Protection Systems

(To be renewed every 12 months)



Fire Prevention Bureau - 1645 Superior Ave., E, Cleveland, OH 44114 - 216.664.6664 - F: 216.664.6681

Hours of Operation: Weekdays 7:30 am to 4:30 pm

This section: City of Cleveland Use Only	PERMIT NUMBER	DATE	EXPIRATION DATE	FEE
				\$50

Instructions: Submit completed application with the application fee to the address above.

FACILITY INFORMATION				
NAME OF FACILITY			FACILITY STREET ADDRESS	
CITY Cleveland	STATE OH	FACILITY ZIP	FACILITY TELEPHONE NUMBER	
FACILITY EMERGENCY CONTACT NAME		POSITION	EMERGENCY CONTACT TELEPHONE NUMBER	
PROPERTY OWNER NAME (INDIVIDUAL)		PROPERTY OWNER PHONE	PROPERTY OWNER EMAIL	
BUSINESS OWNER NAME (INDIVIDUAL)		BUSINESS OWNER PHONE	BUSINESS OWNER EMAIL	

Application to Designate Impairment Coordinator, Section 381.06

§ 381.06 Fees for Certificates of Qualification

Every standpipe installation, yard hydrant system, automatic sprinkler installation, or installation of other automatic fire extinguishing equipment, electrically operated interior fire alarm system and automatic fire detecting system, shall be under the responsible charge of the owner or other person designated by the owner, who is familiar with the operation of the systems in his or her charge. The person shall see that the systems are maintained in a serviceable condition. No person shall be in charge of any system or installation unless he or she applies for and receives a certificate of qualification issued by the Fire Chief and pays a fee of fifty dollars (\$50.00) for any initial certificate or annual renewal of a certificate. (Ord. No. 1144-2024. Passed 11-25-24, eff. 12-3-24)

FIRE PROTECTION SYSTEM INFORMATION	
PERSON RESPONSIBLE (IMPAIRMENT COORDINATOR) FOR THE FIRE PROTECTION SYSTEM(S) (REQUIRED)	CONTACT PHONE NUMBER
An application for a "Certificate for Qualification" is hereby made for the following:	
<input type="checkbox"/> Sprinkler <input type="checkbox"/> Standpipe <input type="checkbox"/> Fire Pump <input type="checkbox"/> Yard Hydrant <input type="checkbox"/> Fire Alarm <input type="checkbox"/> Smoke Control System	
<input type="checkbox"/> Other Automatic Protection System, Description:	
The applicant states that the person responsible for the fire protection systems is familiar with the operation of the fire protection systems and shall see that such systems are maintained in a serviceable condition at the facility referenced on the application.	

APPLICANT INFORMATION			
APPLICANT NAME AND TITLE		APPLICANT TELEPHONE NUMBER	
APPLICANT STREET ADDRESS	CITY	STATE	ZIP
APPLICANT EMAIL ADDRESS			
APPLICANT SIGNATURE X		DATE	

***** Please include a business card if you have one *****

This certificate is approved for a period of one year, but may be revoked at any time for cause.

FIRE PREVENTION BUREAU SECTION - DO NOT WRITE IN SHADED AREA

<input type="checkbox"/> Approved <input checked="" type="checkbox"/> Disapproved	PERMIT NUMBER	INSPECTOR PRINTED NAME	INSPECTOR SIGNATURE X	DATE
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NFPA 25 (2020)

3.3.22* Impairment. A condition where a protection system or unit or portion thereof is out of order, and the condition can result in the fire protection system or unit not functioning in a fire event.

3.22.1* Emergency Impairment. A condition where a water-based fire protection system or portion thereof is out of order due to an unplanned occurrence, or the impairment is found while performing inspection testing or maintenance activities.

3.3.22.2 Preplanned Impairment. A condition where a water based fire protection system or a portion thereof is out of service due to work planned in advance, such as revisions to the water supply or sprinkler system piping.

15.2 Impairment Coordinator.

15.2.1 The property owner or designated representative shall assign an impairment coordinator to comply with the requirements of this chapter.

15.2.2 In the absence of a specific designee, the property owner or designated representative shall be considered the impairment coordinator.

15.2.3 Where the lease, written use agreement, or management contract specifically grants the authority for inspection, testing, and maintenance of the fire protection system(s) to the tenant, management firm, or managing individual, the tenant, management firm, or managing individual shall assign a person as impairment coordinator.

15.5* Preplanned Impairment Programs.

15.5.1 All preplanned impairments shall be authorized by the impairment coordinator.

15.5.2 Before authorization is given, the impairment coordinator shall be responsible for verifying that the following procedures have been implemented: (1) The extent and expected duration of the impairment have been determined. (2) The areas or buildings involved have been inspected and the increased risks determined. (3) Recommendations to mitigate any increased risks have been submitted to management or the property owner or designated representative. (4) Where a fire protection system is out of service for more than 10 hours in a 24-hour period, the impairment coordinator shall arrange for one of the following: (a) Evacuation of the building or portion of the building affected by the system out of service (b)* An approved fire watch (c)* Establishment of a temporary water supply (d)* Establishment and implementation of an approved program to eliminate potential ignition sources and limit the amount of fuel available to the fire (5) The fire department has been notified. (6) The insurance carrier, the alarm company, property owner or designated representative, and other authorities having jurisdiction have been notified. (7) The supervisors in the areas to be affected have been notified. (8) A tag impairment system has been implemented. (See Section 15.3.) (9) All necessary tools and materials have been assembled on the impairment site.

15.6* Emergency Impairments.

15.6.1 Emergency impairments shall include, but are not limited to, interruption of water supply, frozen or ruptured piping, and equipment failure, and includes impairments found during inspection, testing, or maintenance activities.

15.6.2* The coordinator shall implement the steps outlined in Section 15.5.

15.7* Restoring Systems to Service. When all impaired equipment is restored to normal working order, the impairment coordinator shall verify that the following procedures have been implemented:

1) Any necessary inspections and tests have been conducted to verify that affected systems are operational. The appropriate chapter of this standard shall be consulted for guidance on the type of inspection and test required.

(2) Supervisors have been advised that protection is restored.

(3) The fire department has been advised that protection is restored.

(4) The property owner or designated representative, insurance carrier, alarm company and other authorities having jurisdiction have been advised that protection is restored.

(5) The impairment tag has been removed.

NFPA 72 (2019)

A.3.3.138 Impairment. An impairment is a system component or function that is not working properly, which can result in the system or unit not functioning when required. This might be due to an intentional act, such as closing a valve or disabling an initiating device. The impairment also might be caused by a deficiency in a piece of equipment or subsystem. An example of emergency impairment is physical damage to a control unit or wiring. Examples of a planned impairment include the addition of new devices or appliances or the reprogramming of system software.

10.21* Impairments.

10.21.1 The system owner or the owner's designated representative shall be notified when a system or part thereof is impaired. Impairments to systems shall include out-of-service events.

10.21.2 A record of the impairments shall be maintained by the system owner or the owner's designated representative for a period of 1 year from the date the impairment is corrected.

10.21.3 The supervising station shall report to the authority having jurisdiction any system for which required monitoring has been terminated.

10.21.4* The service provider shall report to the authority having jurisdiction any system that is out of service for more than 8 hours.

10.21.5* Where required by the authority having jurisdiction, mitigating measures shall be implemented for the period that the system is impaired.

10.21.6 The system owner or the owner's designated representative and the authority having jurisdiction shall be notified when an impairment period ends.

10.22* Unwanted Alarms. For the purpose of reporting, alarm signals that are not the result of hazardous conditions shall be classified as Unwanted and sub classified as one of the following: (1) Malicious alarm (2) Nuisance alarm (3) Unintentional alarm (4) Unknown alarm