

# FIRE MARSHAL



September 27, 2011

TO: All Members

FROM: Mark Stormes, Acting Fire Marshal  
Bureau of Fire Prevention and Public Safety

SUBJECT: **CHIEF'S REGULATION NO. 4 FORMS AVAILABLE ONLINE**

In an effort to provide continuity of testing from our Certified Testers and making the review of the reports easier for our members, the Chief's Regulation No. 4 Unit (Reg. 4 Unit) has created individual forms for the fire/ life safety systems that require testing.

There are over 100,000 fire/ life safety systems in the City of Los Angeles and most of them are required to be tested annually. Using the requirements of Division 6 of the Los Angeles Fire Code, the Reg. 4 Unit has certified approximately 400 civilian testers that test a variety of systems throughout the City. Most of these "Certified Testers" are certified in more than one system. Their responsibility under Chief's Regulation No. 4 is to test and report the status of the various systems and equipment. The report is submitted to the Fire Department whereupon the member responsible for the fire prevention for that occupancy acts on the information given.

The Reg. 4 Unit is in the process of creating and posting on the website, forms that each Certified Tester is required to use. When the task is completed, there will be an individual form for each fire/ life safety system (approximately 18 forms). There is an "F-340R General Use" form that the tester shall use for the forms not yet posted. Beginning with this general use form, there shall only be one system reported per form.

- Below is the link directly to the forms section:  
[http://lafd.org/prevention/reg4/reg4\\_F340R.html](http://lafd.org/prevention/reg4/reg4_F340R.html)
- Look at the new forms
- Look at the directions attached to the forms (you don't see these when you receive reports)
- New forms are coming online weekly

Our goal is to provide clear, concise, reports that are easily understood and that through our combined efforts of Field Personnel, Inspectors, and Certified Testers, we can create a safer work environment and improved relationships with those we serve.

Mark Stormes, Acting Fire Marshal  
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