



Date

Contractor

Address

City, State Zip

****REMINDER****

Dear Service Provider,

The City of Long Beach has completed the High-Rise role out of The Compliance Engine for service providers who inspect and test fire protection systems. As a result of this successful implementation; Effective **March 21, 2016** all compliant & non-compliant fire protection systems test reports for commercial buildings in our jurisdiction are required to be sent to the **Long Beach Fire Department** electronically by your respective organization via The Compliance Engine's online system at www.thecomplianceengine.com.

The City of Long Beach is dedicated to delivering 100% compliance with our adopted Fire Code. This web based service will aggregate, track and streamline the collection of systems compliance data by providing the property owners with timely notification of their testing requirements, and affording the City the ability to better mitigate the risk in our community by improving public safety to our citizens.

All service providers licensed to inspect or test fire protection systems within the **City of Long Beach** are required to register and submit all test and inspection reports via The Compliance Engine. All reports must be submitted in accordance with the testing schedule and requirements outlined in our adopted fire code.

This proven process requires the service provider pay a nominal filing fee at the time of submittal. There is no fee to register your company with The Compliance Engine. Once registered, pricing is viewable under Long Beach Fire Departments AHJ icon in The Compliance Engine. If you are a licensed fire protection system contractor and are not currently registered with Brycer, please do so at www.thecomplianceengine.com.

We look forward to partnering with you to better protect and serve our community. We are confident this will benefit us ALL.

Sincerely,

Richard Brandt
Deputy Chief Fire Marshal
562-570-2579

Procedure for contractors:

- Enter all inspectors, inspector licenses, and company licenses
- Select correct template for each report submitted: Fire Alarm, Sprinkler, , etc.
- Enter all test reports and type out deficiencies for short form reports
- Attach pdf version of inspection report when using short form (fire protection systems only)
- Check correctly entered reports are submitted for payment
- Update deficiency tracking with completed maintenance work
- Check notifications sent out by AHJ
- Clear out open inspection reports
- Submit a new premises when necessary (if you cannot locate the premises in the existing database)
- View your transaction list to confirm correct payment
- Create new users when necessary
- Update credit card information

Systems Tracked:

- Automatic Fire Sprinkler System
- Fire Alarm System
- Standpipe
- Active Smoke Control System
- Private Hydrant System
- Fire Pump
- Spray Booth
- Emergency Generator
- Special Suppression System
- Fire Escape