



Reporting Requirements
SERVICE PROVIDERS
Inspection, Testing & Maintenance of
Fire Protection Systems

STAYING AHEAD OF THE CALL



North Charleston Fire Inspection Bureau
PO Box 190019, North Charleston, SC 29419-9016
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The **North Charleston Fire Department** is committed to fully complying with our fire code. In an effort to collaborate with the Service Providers who Inspect, Test, and Maintain (ITM) Fire Protection Systems, all compliant and non-compliant system test reports will be required to be submitted electronically by your company through our new Web-Based Reporting System, www.InspectionReportsOnline.net (IROL), effective **September 12th, 2022**

We understand the importance of ITM within our community. Utilizing this technology will allow us to work together more efficiently to ensure a system's readiness and meet the required codes and standards. IROL's platform will enable our department to streamline the ITM process, track compliance, and reduce fire impact.

Together, we will assist in timely deficiency remediation, educating our businesses on the importance of frequent ITM and increasing overall system performance.

IROL's proven process provides benefits for our entire community:

- Ensures the conditions and readiness of fire and life safety systems
- Increases the frequency of repairs by addressing deficiencies
- Provides increased education, awareness, and response by Business/Property Owners
- Assists in ensuring licensed companies are performing quality ITM

There will be a nominal fee of \$17.99 per submitted report. IROL offers additional fee options, and we suggest taking the time to learn more about their company, services, and solutions through the available options enclosed in this letter or by contacting them directly.

Companies like yours play a key role in prevention and Community Risk Reduction. The services you provide are helping preserve property and people. We look forward to working with you to help build and maintain safe and resilient communities.

Sincerely,

David P. Ringley

David P. Ringley
Chief Fire Marshal

Getting Started: How to Register with IROL

<https://inspectionreportsonline.net/public/ServiceProviderRegistration.aspx> OR visit IROL's website www.InspectionReportsOnline.net and click "Register" under the Service Provider section. In order to Register as a Service Provider with IROL, copy and paste the following link:

Helpful Tips:

- **Our AHJ ID is SCA11475**. This is necessary when submitting reports through IROL.
- IROL's system provides industry-based reports OR companies can upload/submit their test report.
- Users are able to track and update deficiencies and communicate with our department and/or your customer, the business/property owner, directly through IROL at no additional costs.
- There are no user fees or additional fees associated with IROL.
- You're able to create and add an unlimited number of users.
- Business/property owners can register and use IROL at no cost, allowing your company to electronically submit to your customer.

Required Submission Time Frames:

Clear/Compliant: Systems containing NO deficiencies will be submitted within a 30-day time frame of the inspection.

Deficient: Systems containing any deficiencies will be submitted within a 7–10-day time frame of when the inspection took place.

Critical: Upon ANY red tag/CRITICAL impairment, **please call the Fire Department immediately (843-740-2622)**. Once we're notified, please upload the information through IROL as soon as possible.

Systems To Be Submitted:

- Initial System Commissioning
- Annual Sprinkler (commercial only)
- Annual Fire Alarm
- Annual Fire Pump
- Annual and Semi-Annual Hood Suppression
- 5-year Internal Pipe
- Semi-Annual Kitchen Hood Cleaning
- Annual Emergency Generator
- Annual Smoke Control System
- 5-year Standpipe
- Annual Standpipe
- Annual Special Suppressions Systems
- Annual Fire Door / Smoke Doors
- Annual Emergency Radio Responder System
- Annual Private Hydrant
- 5-year Fire Escapes
- 4-year Fire and Smoke Dampers
- Declined Service (No cost)
- Annual Smoke and Heat Venting
- Annual CO and Gas Detection Systems

