NORTHVILLE
TOWNSHIP
FIRE DEPARTMENT
EST. 1977
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NORTHVILLE TOWNSHIP
MICHIGAN
BE THE STANDARD

October 17, 2023

In July 2018, the **Northville Township Fire Department** implemented **InspectionReportsOnline.net (IROL)** to streamline fire and life safety system inspection, maintenance, and testing (ITM) and to improve our community's risk reduction. IROL is a web-based, electronic inspection report management system that connects Authorities Having Jurisdiction (AHJs), Service Providers (SP) and Property Owners. Since adoption this has been the **ONLY** method for submitting (ITM) records. IROL allows us to manage ITM more effectively by quickly identifying deficiencies and managing follow-up and enforcement.

IROL fosters collaboration with our Service Providers responsible for ITM of Fire Protection Systems in our jurisdiction. To support this Chapter 79 of the Charter Township of Northville Ordinances adopts the 2021 International Fire Code. Section 109.3 states the following:

> *The fire code official is authorized to prescribe the form and format of such recordkeeping. The fire code official is authorized to require that certain required records be filed with the fire code official.*

Our department's mission prioritizes the safety of the occupants, staff, visitors, and first responders. IROL is crucial for ensuring compliance with adopted codes and standards. This letter underscores the importance of submitting reports through IROL and outlines submission guidelines, along with timelines for addressing open deficiencies. Reports submitted outside the system will not be considered, and noncompliance will be treated as a Fire Code violation, subject to penalties.

Using IROL's proven process, we collectively benefit the community by verifying the readiness of fire and life safety systems, addressing deficiencies promptly, raising awareness among Business/Property Owners, and ensuring quality ITM by licensed companies.

Starting November 1, 2023, the nominal submission fee for reports will increase from $15.99 to $19.99. IROL offers additional fee options, and we encourage you to explore their services through the information enclosed in this letter or by contacting them directly.

Companies like yours are essential in promoting prevention and community risk reduction, contributing to the safety of people and property. We look forward to collaborating with you to create and maintain safer and more resilient communities.

Respectfully,

Fire Marshal

Getting Started: How to Register with IROL

In an ongoing effort to collaborate with the Service Providers who conduct ITM of Fire Protection Systems, all reports (compliant and non-compliant) will be required to be electronically submitted, by your company, through IROL's Web-Based Reporting System, www.InspectionReportsOnline.net (IROL).

Visit IROL's website: live.inspectionreportsonline.net/register/service

Provider Virtual Training. Training is held on the 3rd Wednesday of every month at 9 AM CST. Please copy and paste or type in the following link to Register:
https://us02web.zoom.us/webinar/register/WN_zzGDZ7E5RAWxFCNsSq-jPQ

Helpful Tips:

- IROL's system provides industry-based reports OR companies can upload their own report.
- Users can track and update deficiencies and communicate with our department and/or your customer, the business/property owner, directly through IROL at no additional costs.

Systems to be submitted:

- Fire Alarm (annual)
- Fire Sprinkler (Internal Pipe)
- Kitchen Hood Suppression
- Smoke Control System
- Initial System Commissioning/Acceptance Tests

- Fire Sprinkler (annual)
- Standpipe (annual and 5-year)
- Kitchen Hood Cleaning
- Clean Agent
- Emergency Responder Radio Communications (ERRC) / Bi-directional amplifier (BDA)

- Fire Pump (annual)
- Clean Agent
- Emergency Generator (annual)
- Private Hydrant
- Declined Service

Submission Timeframes. Please review the required submission timeframes based on severity.

> **Clear/Compliant**. Systems containing **NO deficiencies** will be submitted within the 30**-day timeframe** of when the inspection took place.

> **Deficient.** Systems containing **any deficiencies** will be submitted within the **7-day timeframe** of when the inspection took place.

> **Critical.** Upon **ANY red tag/CRITICAL impairment**, please call the Fire Department immediately at (248) 348-5807 and upload the information through IROL within 24 hours.

Deficiency Status. All deficiencies will be categorized based on severity and will be provided with the following timeframes for restoration and clearance. Once a deficiency has been corrected, the Service Provider is responsible to update IROL within the below timeframes:

> **Critical Deficiency.** Corrected and updated within 7 days inspection date to clearance.

> **Deficiency**. Corrected and updated within 30 days from inspection date to clearance.

Ongoing Review. We will review all submissions throughout 2024 for compliance. If we achieve compliance from the Service Providers and the Business Owners, we will continue with the existing process for submission, notification, repair, and clearance. However, shall we have issues with compliance either by the Service Provider or the Business, our department will create an Approved Vendor list.

This Approved Vendor list will require interested Service Providers to submit an annual application, application fee, and a verification letter stating that all the requirements of the AHJ are followed, including registration with IROL, the timeline to upload the reports, and the timeline to correct the deficiencies prior to working in the community.