




City of Phoenix Registration Procedures for Fire Protection Companies

Type	Requirements
<p>Business Certificate Required for the Installation/Service of the following: -Automatic Sprinkler Systems -Fire Alarm Systems -Underground Fire Lines & Hydrants -Special Suppression Systems -Kitchen Hood Extinguishing Systems</p>	<p>Required of all fire protection companies that wish to conduct business in the City of Phoenix for initial registration as well as subsequent renewals.</p> <ul style="list-style-type: none"> • At least ONE representative that is employed by the company must meet one of the following minimum qualification related to the type of work being performed (proof must be provided at time of application): <ul style="list-style-type: none"> ◆ CSA certification at business certificate holder level – level 4 or higher (see below for information on CSA) ◆ NICET level III or higher certification ◆ Certified Professional Engineer ◆ Manufacturer certifications (kitchen hood extinguishing systems & special suppression systems only) • Provide a completed Business Permit Application and a notarized Hold Harmless Clause • Submit an original certificate of insurance with general liability limit minimum of 1 million. Also, the City of Phoenix must be listed as additional insured and certificate holder. • The registering company must provide a valid Arizona Registrar of Contractor License related to the type of work being performed. • A permit fee of \$135 is required at the time of application. This fee does not cover any assessment fees. The business certificate is renewable every three years.
<p>Competent Party Qualifications Required for the Installation/Service of the following: -Automatic Sprinkler Systems -Fire Alarm Systems -Underground Fire Lines & Hydrants -Special Suppression Systems -Kitchen Hood Extinguishing Systems</p>	<p>In addition to a business certificate, each contractor must have a competent party at each job site. The following minimum qualifications related to the work being performed will be accepted as a Competent Party:</p> <ul style="list-style-type: none"> • CSA Competent Party Certification level 2 or higher (see below for information on CSA) • NICET II or higher • Certified Professional Engineer • Factory certification for specific system or product (kitchen hood extinguishing systems or special suppression systems only)
<p>Portable Fire Extinguishing Systems</p>	<p>All of the above is required for a business certificate except:</p> <ul style="list-style-type: none"> • Minimum qualifications are CSA certification at the competent party level 2 • An Arizona Registrar of Contractor’s License is NOT required for companies that provide service only for portable fire extinguishing systems • Each technician that services portable fire extinguishers must obtain a CSA competent party card for Portable Extinguishers
 <p>Codes & Standards Assessments</p>	<p>All information & scheduling for CSA certifications can be obtained through their website at www.csaexams.com. You can reach them by phone at (501) 679-3345.</p>
<p>NICET (National Institute for Certification in Engineering Technologies)</p>	<p>www.nicet.org OR 1-888-IS-NICET</p>
<p>Contact Us</p>	<p>150 S. 12th St, Phoenix AZ 85034; Phone (602) 262-6771; Fax (602) 271-9243; www.phoenix.gov/fire/fireprevention.html</p>