



CERTIFICATE SERVICE PROCEDURE  
for  
**FIRE ALARM SYSTEMS, INSPECTION AND TESTING**  
**(UWJSC, 3842 I12)**

**GENERAL:**

The fire alarm system inspection and testing covered by this procedure provides fire alarm inspection and testing service in accordance with the current requirements of Underwriters Laboratories of Canada and the Standard for Inspection and Testing of Fire Alarm Systems, CAN/ULC-S536-13.

The inspections and tests are intended to be performed on fire alarm systems at the protected premises with ULC labelled equipment, including initiating and signaling devices, when the equipment is installed and complies with the applicable requirements of the authority having jurisdiction, the relevant building code, the Standard for the Installation of Fire Alarm Systems, CAN/ULC-S524-06, and has been verified in accordance with the Standard for the Verification of Fire Alarm Systems, CAN/ULC-S537-13.

**INSTRUCTIONS TO ALARM COMPANY:**

**1. Equipment**

All components of certificated fire alarm systems shall be listed and labelled by Underwriters Laboratories of Canada.

**2. Certification of Fire Alarm System Inspection and Testing**

Listed alarm service companies may only issue ULC Certificates for systems which have been installed and comply with the applicable requirements of the authority having jurisdiction, the relevant building code, the Standard for the Installation of Fire Alarm Systems, CAN/ULC-S524-06, have been verified in accordance with the Standard for the Verification of Fire Alarm Systems, CAN/ULC-S537-13, and for which there is an active service contract between the alarm service company and the subscriber.

Inspections and tests shall be carried out by employees of the alarm service company, which have certification complying with the applicable requirements of the authority having jurisdiction.

**4. Maintenance**

Each certificated fire alarm system installation shall be inspected and tested under contract by the alarm service company in accordance with the current requirements of Underwriters Laboratories of Canada and the Standard for Inspection and Testing of Fire Alarm Systems, CAN/ULC-S536-13.

**5. Field Inspections by ULC Representatives**

Inspections and tests of representative installations in the field are made to determine the correctness of the inspection and testing processes, quality of workmanship, and accuracy of documentation.



6. Correction of Items of Non-Conformance

Should the inspection disclose inspections, tests or documentation, which do not conform to the current requirements of Underwriters Laboratories of Canada and the Standard for Inspection and Testing of Fire Alarm Systems, CAN/ULC-S536-13, the ULC Representative will issue an Inspection Report giving details of the areas of non-conformance and the time period expected for the corrections.

7. Cancellation of Certificates

A certificate shall be assumed to be in force for the period issued unless notice of cancellation is sent to Underwriters Laboratories of Canada.

If a certificate is cancelled before its expiration date, the issuing alarm company shall return to Underwriters Laboratories of Canada a cancellation notice giving the name and address of the customer, certificate number and date of discontinuance.

Certificates shall be cancelled whenever the equipment or service becomes ineligible for certification.

8. Liability

Underwriters Laboratories of Canada assumes no liability for any loss, which may result from failure of equipment, incorrect certification, or non-conformity with requirements.

INSTRUCTIONS TO ULC REPRESENTATIVE:

1. Operations and Tests

Inspections performed by the ULC Representative shall be done in accordance with the current requirements of Underwriters Laboratories of Canada and the Standard for Inspection and Testing of Fire Alarm Systems, CAN/ULC-S536-13.

The Following Tests and Inspection shall be performed:

- Equipment – ULC listing, labelling and installation.
- Inspection & Tests – alarm service company is performing all required inspection and testing correctly and accurately.
- Protection – meeting the protection details as specified on the Certificate.
- Documentation – complete, timely and accurate using the correct report forms where applicable.