Seattle
Fire Department

November 05, 2026

RE: UPDATES TO FIRE ALARM INSTALLATION AND ITM REPORTS

Dear Fire Alarm Contractor,

You are receiving this email because you are the company contact for a company that has submitted fire alarm installation and/or ITM reports to the Seattle Fire Department (SFD) within the last year. We are writing to let you know of some small changes to the Fire Alarm forms to improve the clarity related to pre-signaling and positive alarm sequencing. Our request is that you please share this information with your company so that your inspection forms include these questions and your technicians know they need to review the systems and gather data in order to fill out the forms accurately.

The newly updated questions differentiate between the two types of alarm signal delays and capture specific information about approved delay duration and type. The specific changes are shown in the attached document, "FA Changes – Change Chart 10-2026", to make it easy for your company to update your software or forms to align.

Premises that employ pre-signal or positive alarm sequencing in their fire alarms do so based on unique occupancy details. This can create significant deviance from standard fire response expectations. Emergency response units need to be aware of the possibility that the fire alarm system has an inherent delay before dispatching. Time for fire growth before emergency response units arrive will be greater. Additionally, occupant evacuation will be delayed compared to traditional fire alarm systems. This increases the rescue profile that emergency response units must account for. It is also essential that these elements of the fire alarm system are tested to ensure they perform as designed.

Your assistance in using these updated forms in the field will help to save lives and prevent injury to both our citizens and our firefighters.

It is our intent to limit changes to forms primarily to once every three years when the new codes take effect. We do not expect further changes to this form until Washington and Seattle adopt the 2024 code in the middle of next year (2027).

If you have questions or would like to provide feedback on SFD's TCE forms, please contact our Systems Testing Team at SFD_FMO_SystemsTesting@seattle.gov or reach out to our Fire Prevention Director, Dr. Karen Grove, at karen.grove@seattle.gov.

Thank you for your understanding and assistance in this matter.

Respectfully,

Assistant Chief Timothy J. Munnis
Fire Marshal

TM:KG:sr

Enclosure: FA Changes – Change Chart 10-2026

Seattle Fire Department - Fire Alarm Form Changes 10-2026

For questions/comments, you may contact SFD_FMO_SystemsTesting@seattle.gov

Summary of Changes by Form[1]

ITM Form (Q/L Templates)		
~~Old:~~	~~Q20~~	~~Positive alarm sequence programming and panel perform to standards. 2019 NFPA 72~~
~~Old:~~	~~Q40a~~	~~General alarm automatic time delay:~~ (See new Q20a-e)
~~Old:~~	~~Q40b~~	~~General alarm automatic time delay minutes:~~ (See new Q20a-e)
New:	Q20a	Notification appliances actuate within 10 seconds after activation of an initiating device, unless there is approved alarm verification delay. Select N/A if there is no occupant notifcation system, or if pre-signal or positive alarm sequence programming with different time durations has been programmed.
New:	Q20b	If this alarm uses a presignal system, the initial alarm sounds at a constantly attended location. (2019 NFPA 72 23.8.1.1.2) Only answer N/A if the fire alarm does not use a presignal system.
New:	Q20c	For pre-signal: Enter the number of seconds delay prior to general alarm. (If the alarm is not a pre-signal system, enter N/A). _____
New:	Q20d	If this alarm uses positive alarm sequencing, the investigation window does not exceed 180 seconds. (2019 NFPA 72 23.8.1.2.1.1) Only answer N/A if the fire alarm does not use positive alarm sequencing.
New:	Q20e	For positive alarm sequence: Expiration of the investigation window, activation of a second presignal device or any other initiating device, automatically and immediately results in general alarm and remote signals. (2019 NFPA 72 23.8.1.2.1.1) Only answer N/A if the fire alarm does not use positive

Install Form (A Templates)		
~~Old:~~	~~Q25~~	~~Positive alarm sequence programming and panel perform to standards. 2019 NFPA 72~~
New:	Q25a	Notification appliances actuate within 10 seconds after activation of an initiating device, unless there is approved alarm verification delay. Select N/A if there is no occupant notifcation system, or if pre-signal or positive alarm sequence programming with different time durations has been programmed.
New:	Q25b	If this alarm uses a presignal system, the initial alarm sounds at a constantly attended location. (2019 NFPA 72 23.8.1.1.2) Only answer N/A if the fire alarm does not use a presignal system.
New:	Q25c	For pre-signal: Enter the number of seconds delay prior to general alarm. (If the alarm is not a pre-signal system, enter N/A). _____
New:	Q25d	If this alarm uses positive alarm sequencing, the investigation window does not exceed 180 seconds. (2019 NFPA 72 23.8.1.2.1.1) Only answer N/A if the fire alarm does not use positive alarm sequencing.
New:	Q25e	For positive alarm sequence: Expiration of the investigation window, activation of a second presignal device or any other initiating device, automatically and immediately results in general alarm and remote signals. (2019 NFPA 72 23.8.1.2.1.1) Only answer N/A if the fire alarm does not use positive

1. Strikethrough indicates question language removed. Rows signified by "New" indicate updated question language.