



City of Seattle
Mayor Jenny A. Durkan

March 11, 2020

Systems Testing Company/Certified Technician
Mailing Address
City, State, Zip

Re: Message from Seattle Fire Marshal Regarding Systems Testing During COVID Civil Emergency

Systems Testing Providers,

You are receiving this communication because you are listed as a "company email contact" in our system "The Compliance Engine". Please feel free to share this with others in your company who should be aware.

In light of the COVID-19 Civil Emergency, the Seattle Fire Department is writing to share information with you regarding systems testing in Seattle or because you are a member of our Regional Systems Testing Advisory Board.

Testing companies should follow recommendations for their employees suggested by King County Public Health: <https://www.kingcounty.gov/depts/health/communicable-diseases/disease-control/novel-coronavirus.aspx>

In situations where your company or employees perceive that it may be preferable from a public health perspective to defer testing in a specific occupancy or portion of an occupancy, please know you can postpone the test and contact us to receive an extension of the compliance timeline.

This process will be similar to other situations in which testing companies request extensions. On our end, we will modify the status in our systems and www.thecomplianceengine.com (TCE) so the customer does not receive follow up enforcement during the period the extension is in place. What you should do:

- Request an extension by emailing us at sfd_fmo_systemstesting@seattle.gov. Simply provide the premise address, premise name (if available), and system type, and let us know this relates to public health or if you prefer you can reference the Fire Marshal's March 11 email. We will respond to you with the new compliance timeline. You may provide our communication to your customer if you wish.
- Please do not submit incomplete tests to us in TCE. Instead, please receive an extension, complete the testing, and then submit a full report.

On behalf of SFD, thank you and have a safe day.

Respectfully,

Assistant Chief Timothy J. Munnis, Fire Marshal
Seattle Fire Department

TJM:kg