



West Metro Fire Protection District

LIFE SAFETY DIVISION

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TECHNICAL BULLETIN

Subject:	<i>Fire Alarm Secondary Power Supply Battery Replacement by Facility Personnel</i>		
Code/Standard:	<i>NFPA 72, 2025 Edition</i>	Bulletin No:	2026-001
Bulletin Type:	☐ <i>Fire Code Interpretation</i>	Effective Date:	<i>8/12/2026</i>
	☒ <i>West Metro Fire Protection District Policy</i>	Approved By:	<i>K Brooks</i>

Scope/Purpose:

NFPA 72 requires personnel performing service and maintenance on fire alarm systems to possess appropriate knowledge and experience and establishes acceptable methods for demonstrating qualification.

West Metro Fire Protection District (WMFPD) recognizes that qualified building maintenance or facilities personnel may be capable of performing the routine replacement of secondary power supply batteries within a commercial fire alarm control unit. This policy bulletin establishes the qualifications and approval process required for facility personnel to perform this limited maintenance activity.

Requirement(s):

Building owners or responsible parties may utilize their own facility or maintenance personnel to replace fire alarm system secondary power supply batteries only after receiving approval from WMFPD and meeting the requirements of this bulletin.

1. Request for Approval

Prior to performing battery replacement, the building owner or responsible party shall submit a written request to the WMFPD Life Safety Division. The request shall:

- Be provided on company or organization letterhead;
- Identify the building or facilities for which the authorization is requested;
- Identify the individual(s) who will perform the battery replacement;
- Attest that each identified individual has the knowledge and training necessary to safely perform battery replacement and understands the applicable maintenance requirements of NFPA 72;
- Attest that the individual performing the work will have access to a current copy of NFPA 72 applicable to the work being performed; and
- Include documentation demonstrating that each individual meets at least one of the qualification methods identified below.

2. Acceptable Qualifications

In addition to the knowledge and training described above, personnel performing fire alarm battery replacement shall qualify through at least one of the following methods:

A. Manufacturer Certification

The individual has been factory trained and certified for the specific type and brand of fire alarm system being serviced.

A copy of the applicable current manufacturer training or certification shall be submitted with the request.

B. Nationally Recognized Certification

The individual holds a current certification from a nationally recognized certification organization acceptable to WMFPD. For purposes of this bulletin, WMFPD recognizes NICET Level I or higher – Fire Alarm Systems.

Documentation of current certification shall be submitted with the request.



West Metro Fire Protection District

LIFE SAFETY DIVISION

C. State Electrical License

The individual holds a current electrical license issued by the Colorado Department of Regulatory Agencies (DORA), State Electrical Board, as either a Journeyman Electrician or Master Electrician.

Documentation of the current license shall be submitted with the request.

3. Limitations of Approval

Authorization granted under this bulletin is limited specifically to the replacement of secondary power supply batteries associated with an existing commercial fire alarm system.

Battery replacement shall:

- a) Be performed in accordance with the fire alarm system manufacturer's published instructions;
- b) Utilize batteries of the type, voltage, capacity, listing and configuration specified for the fire alarm system;
- c) Be performed without modification, alteration, reprogramming, or reconfiguration of the fire alarm system; and
- d) Include verification following replacement that the fire alarm control unit has returned to normal operating condition and is free of battery-related trouble conditions.

Authorization under this bulletin does not constitute authorization to perform other fire alarm inspection, testing, maintenance, repair, programming, installation, or modification for which additional qualifications, licensing, permits, or manufacturer certification may be required.

Any work beyond routine secondary power supply battery replacement shall be performed by appropriately qualified fire alarm service personnel in accordance with NFPA 72 and applicable WMFPD requirements.

WMFPD reserves the right to require additional documentation, discontinue an authorization, or require work to be performed by a qualified fire alarm contractor where conditions indicate that the work exceeds the scope of routine battery replacement.

Reference(s):

NFPA 72, National Fire Alarm and Signaling Code, 2025 Edition:

- Section 10.5.3.3 — Service Personnel
- Section 10.5.3.4 — Means of Qualification
- Applicable Chapter 10 requirements for personnel qualifications, evidence of qualification, power supplies, secondary power supplies, and system maintenance

Colorado Department of Regulatory Agencies (DORA), State Electrical Board- Journeyman Electrician and Master Electrician Licensing

Attachments:

None