



May 2, 2006

To: Commercial Building Owners/Operators

RE: Fire Department Lockboxes

After extensive review of the current requirements for Fire Department Lockboxes, the Fire Marshal has determined that changes to the lockbox system are needed to provide the City of Calgary and building owners and managers with increased safety and security, accountability, transparency, key control, and risk reduction.

Effective June 1, 2006 in the City of Calgary, the only lockboxes acceptable to the "Authority Having Jurisdiction" per the Alberta Fire Code (AFC 2.5.1.3), will be the Trac-Vault and the Trac-Tube. Any new building requiring a lockbox will be required to install one of these products effective this date. Buildings with existing lockboxes will be required to retrofit the lockboxes on their buildings to the new requirement. The City of Calgary Fire Department will continue to support the old lockboxes until December 31, 2007 to allow existing lockbox owners to budget for and install the new lockboxes. Building owners are strongly encouraged to change over to the new lockboxes as soon as possible to take advantage of the increased safety and security and other features previously noted. Requirements for installation by approved lockbox service companies and semi-annual inspection of these lockboxes remain unchanged.

Additional information on these products can be obtained from your approved lockbox service company. A list of approved service companies is available from the City of Calgary 311 call centre or on the City of Calgary Fire Department Web Site.

Sincerely,

Wayne Brown
Fire Marshal,
City of Calgary Fire Department

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