



In an effort to assist the **Spokane Valley Fire Department** in meeting our goals for fire prevention and risk reduction we have implemented ***InspectionReportsOnline.net (IROL)***, a Web-Based Inspection Report Management System aiding in the **required** Inspection, Testing, and Maintenance (ITM) records regarding the conditions of the fire and life safety systems within our jurisdiction. We understand the importance of timely reports from fire and life safety service companies like yours and by utilizing this technology it will allow us to work together more efficiently to ensure a system's readiness and meeting the required standards.

As the acting AHJ, we are requiring all Service Providers to register and submit required ITM reports for the systems listed below by January 1, 2019.

Systems: Fire Alarm Inspection (FAI), Sprinkler Inspection (SPI), Fire Pump Test (FPT), Pre-engineered Hood System Test (PEI) and Engineered/Special Hazard Systems Inspection (ESI), both required every 6 months.

In order to register and learn more, please follow the steps below:

1. Visit www.InspectionReportsOnline.net and click the "Service Provider" box under "IROL Entities" and then click "Register."
2. Register as a Service Provider (SP).

Once registered and activated, you will need our AHJ Identification Number in order submit reports to our Jurisdiction. Our **AHJ Identification Number is: WAA11372**. This ID can also be found on your Dashboard once activated.

In order to submit through IROL, there will be a minimal fee of \$17.99 per report. We suggest taking the time to learn more about IROL and their solutions, including discounted fees, by contacting them directly or attending the training sessions listed below.

ONSITE TRAINING LUNCH AND LEARN: We would like to invite you to an onsite training lunch and learn between our department and IROL. We will discuss the importance of our new program as well as provide training on the Service Provider Dashboard.

Where: Spokane Valley Fire Department, 2120 N Wilbur Rd.

When: Thursday, October 18 2018 1pm-3pm

Additional Info: Lunch provided. Please RSVP with names of attendees to Heidi Lacefield at hlacefield@irol-llc.net or call 331-454-7800 by October 10, 2018.



Training Webinars: If you're unable to attend the onsite training, IROL also provides webinar sessions. When you click on the registration link below choose ONE option best fitting your schedule.

If your schedule doesn't align with the onsite or webinar training sessions, please contact IROL directly as they will schedule training at your convenience or provide recorded training videos.

Link to Register (copy and paste): <https://attendee.gotowebinar.com/rt/2200672915965256194>

If you have any questions on our new process, please feel free to contact us. If your questions are directed towards IROL, please call 331.454.7800 or email info@irol-llc.net.

The Spokane Valley Fire Department appreciates all you do to help reduce fires in our community and looks forward to working with the community in keeping our people and property safe.

Sincerely,

A handwritten signature in green ink, appearing to read 'Greg Rogers', is written over a light blue background.

Greg Rogers CFO, FM
Division Chief of Fire Prevention
Spokane Valley Fire Department



Please Join Us for a Training Lunch and Learn
Hosted by: Spokane Valley Fire Department and InspectionReportsOnline.net
(IROL)

When: Thursday, October 18, 2018 from 1pm-3pm

Where: Spokane Valley Fire Department 2120 N Wilburn Rd.

Details:

Spokane Valley Fire Department welcomes our local Service Providers to join us for a training Lunch and Learn with InspectionReportsOnline.net (IROL).

Starting January 1, 2019, we will be implementing IROL's web-based Inspection, Testing, and Maintenance (ITM) Compliance Program. We invite you to learn more about this program, its benefit for our community and to provide training on the Service Provider Dashboard.

Thank you and we look forward to seeing you on October 18, 2018.

RSVP your attendees: To Heidi Lacefield at hlacefield@irol-llc.net by October 10th.

****If you're unable to attend the onsite training session, please refer to the enclosed letter for additional training opportunities and for details regarding registration with IROL.**