



Denver Fire Department
Fire Prevention Division
745 West Colfax Avenue
Denver, CO 80204
p: 720.913.3474
www.denvergov.org/fire

Mandatory Facility Safety Administrator Training Course

Per the City and County of Denver and the Denver Fire Department, as of January 2023, it is now mandatory for all high-rise buildings to have at least one licensed Fire Safety Administrator (FSA) who has completed the required FSA training. By December 2024, all high-rise buildings must ensure that they have a licensed FSA in place.

Section 403.12 Facility manager certification is added as follows:

403.12 Facility manager certification. All personnel that is responsible for facility maintenance, fire safety emergency procedures, evacuation plans, evacuation drills, employee training and response procedures, hazard communication, resident training, tenant identification, emergency response team formulation and training, hazardous materials management plans, hazardous materials inventory statement, etc. shall complete a Denver Fire Department training course and shall have a current certificate by the Denver Fire Department.

1. Each building is required to have a minimum of one certified individual. However, the Denver Fire Department recommends having two certified individuals per building.
2. It is mandatory to complete the Fire Safety Administrator (FSA) class, which consists of 24 hours of initial content, according to the code cycle. The class must be completed through an approved vendor.
3. The Denver Fire Department requires an annual license fee of \$75.00.
4. All certified Fire Safety Administrators must stay updated on any amendments to the code and complete the necessary training or education to remain compliant with the requirements.

Here is the link to Denver Building and Denver Fire Amended Codes. Please refer to section 403.12 of the Fire Code Amendments:

[2022 Denver Building Code & Denver Fire Code Amendments](#)

Additionally, as of January 2023, it is mandatory to conduct evacuation drills in accordance with the fire code. We request that companies continue to conduct Emergency Coordinator Training (Floor Warden) and ensure the completion of evacuation training. It is important to maintain a record of all training sessions. Please note that the FSA class is in addition to the Emergency Coordinator Training.

Please note that these training and license requirements are in addition to any regulations mandated by Federal or State laws or regulations. Building owners are advised to consult the Federal or State agency having jurisdiction for any further inquiries regarding additional requirements. You may submit any questions via email to denfpb@denvergov.org.

Sincerely,

Eric E. Reed, Lieutenant
Fire Prevention Division