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TO: Building Owners, Tenants, Fire Protection Contractors, Fire Sprinkler Companies, Fire Alarm Companies, and Fire Hydrant Companies

FROM: Division Chief Nick Dawe, Fire Marshal 

SUBJECT: Process Change for Submitting Fire Protection Systems Reports

Beginning **January 1st, 2021**, the Cobb County Fire Marshal's Office (FMO) will be requiring fire protection system reports to be submitted into Mobile Eyes (ME) by the fire protection contractor. Per the International Fire Code, Section 107.2.1, fire protection system reports must be maintained as designated by the fire official. The inspection reports that need to be imported include the following:

- Annual Sprinkler Inspection
- Annual Fire Alarm Inspection
- Annual Hydrant Inspection
- Three-year Hydrant Fire Flow Results

Beginning **January 1, 2021**, inspectors will not accept fire protection systems reports if the inspection reports are not imported into ME. The section on annual fire inspection report will be shown as "Fail" if the report is not submitted in ME.

The FMO is utilizing a web-based inspection program called Mobile Eyes. One of the features of Mobile Eyes is that it allows inspection reports to be submitted through a portal on the website.

In the past, as part of the annual inspections fire inspectors reviewed fire protection system reports that were maintained at the business in what was commonly known as the fire binder. The new process will allow fire inspectors to review the inspection reports that are imported into Mobile Eyes in lieu of reviewing the reports at the business. This will help inspectors streamline the annual fire inspections and will eliminate the need to keep fire protection system reports on site.

To import the inspection reports, go to www.cobbfmo.org and then click on Inspections under the picture. Under Existing Building Inspections/Forms click on the Submit Inspection Reports (Contractors Only) link. Once you are on this screen you can either Log On or Create an Account. After you choose one of the options, follow the prompts.

If you have any questions on how to import inspection reports into Mobile Eyes there are videos in ME on how to import inspections through the portal and they have a help desk number should you need assistance (1-866-974-1117 ext. 1)