COQUITLAM FIRE/RESCUE
DIRECTIVE

UPDATED LOCKBOX PROGRAM

D-004

June 1, 2026

POST ON ALL BULLETIN BOARDS

To: CONTRACTORS AND DEVELOPERS

From: Fire / Rescue Department

1.0 PURPOSE

To provide information to contractors and developers on the updated lockbox program for buildings.

2.0 REQUIREMENTS

2.1 New buildings are required to be equipped with an Abloy L3000M recessed (preferred) or surface mount type lockbox.

2.2 Lockboxes shall be obtained and installed by one of the approved locksmiths as noted on our website.

2.3 Enter into the Building Access and Lockbox Agreement with Coquitlam Fire/Rescue.

2.4 The lockbox shall be located as follows:

(a) In a weather protected location on the exterior of the building.

(b) Mounted to a solid concrete wall.

(c) Within 3 m of the main entrance door to the building.

(d) The centreline of the box shall be located approximately 1.5 m above adjacent grade level.

3.0 PROCEDURES

Please contact Coquitlam Fire/Rescue to initiate process of obtaining the lockbox.

Gary Sehn
Assistant Chief - Fire Prevention