

# ST. JOHNS COUNTY FIRE RESCUE

## CHECKLIST FOR FIRE ALARM FINALS

All code references noted are for NFPA 72, 2002 edition, unless otherwise noted.

- 1) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Documents are made available prior to system testing, including:
  - **Record of Completion**, (72: 4.5.2.1B)
  - **Inspection and Testing Form**, (72: 10.6.2.3)
  - **Drawings of the fire alarm system** (72: 4.5.2.3) (showing locations of each device and the number assigned to each device in the system, and which shall be kept with the system record log)
  - **Manufacture's Proper Testing & Maintenance Requirements** (72: 4.5.2.3)
  - **Operational Manuals**. (72: 4.5.2.3)  
(72: 7-1.4)(FS 633.701,(4)) (69A: 48.005 &007)
  
- 2) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
An **approved "job copy" of the fire alarm permit plans** (NFPA 1-14.2) and a copy of the **permit** are on site, and the system is installed in accordance with those plans, except for minor deviations in device locations. (NFPA, 1-12.12)
  
- 3) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
**Fire Alarm System Agent conducting the testing is qualified** as documented by an identification card issued by either the "certified unlimited electrical contractor" or "licensed fire alarm contractor".(72: 4.3.3)  
(FS 489.5185, section 4)(72: 1-5.1.4)
  
- 4) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
**Fire alarm panels are located in an area** where temperatures stay between 32° F and 120° F and humidity less than 85%. (72: 4.4.4.1)
  
- 5) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
An automatic **smoke detector is provided** at the location of the fire alarm panel.  
(72: 4.4.5)
  
- 6) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
If the fire alarm system is required to be monitored or elected to be monitored, the **monitoring company is notified of the testing** and when the testing is ended.  
(72: 10.2.3.1,2)
  
- 7) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
A trouble condition shall be created and receipt of alarm signal at the off-premises location is verified. (72: 10.4.2.2 #9) (**Live Test**)

- 8) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Where required, **2 telephone lines** with different numbers are installed to transmit the fire alarm signal at the protected premises to the central station. (72: 8.5.3.2.1.4)
- 9) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Fire alarm systems serving **more than 2 or more zones shall identify** the zone of origin of the alarm initiation by annunciation or coded signal. (NFPA 13.7.1.4.14.2B)
- 10) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
The fire alarm system components shall be installed in accordance with the manufacturer's installation instructions. (72: 4.3.1)  
Fire detection devices shall be listed for use with the fire alarm control unit. (panel)(72: 4.4.2)
- 11) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Fire alarm systems are on a dedicated branch circuit **labeled FIRE ALARM** with a red marking at the **electric control panel**. The location of the circuit disconnect is permanently identified at the fire alarm panel. (72: 4.4.1.4.1)(72: 4.4.1.4.2.2)
- 12) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
All primary power to the fire alarm shall be disconnected and the occurrence of required trouble indication for loss of primary power is verified. Using secondary power, the alarm system is operated for a minimum of **5 minutes**. (72: 4.4.1.5.3.1)
- 13) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
**Any or all initiating devices** shall be tested according to the manufacturer's recommendations. (72: 7-2.2) (The necessary tools needed to test the devices must be provided by the alarm contractor during the alarm final.) (The fire inspector may select random devices on each circuit for testing, but is encouraged to require testing of all devices present.) (72: 10.2.1.1)
- 14) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Detectors may be installed prior to construction clean up. However, they must be covered to prevent contamination. **Before alarm final, all covers are removed.** (72: 5.7.1.11)
- 15) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
**Visual and audible notification appliances are functional**, and sound level meets audibility requirements. (15 db above average sound levels, or 5 db above maximum sound level, see Table A-4.3.2 ) (Decibel meter shall be provided by the contractor to test sound level.) (72: 7.4.2.1 Audible, 72: 7.5.1 Visible)

- 16) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Smoke Detectors shall not be installed in unsprinklered elevator hoistways unless they are installed to activate the **elevator hoistway** smoke relief equipment (**72: 6.15.3.1**)
- 17) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
If applicable, each elevator lobby, hoistway, machine room smoke detector **initiates elevator recall** when other devices have been placed in alarm. (**72: 6.15.3.4**)
- 18) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
All **exits connected to the fire alarm** unlock both upon receipt of alarm and on loss of electrical power. (**72: 6.15.7.2**) (**72: 6.15.7.3**)
- 19) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
All **duct smoke detectors have remote alarm indicators** in a readily accessible location, clearly labeled to indicate their function and the air-handling unit they are associated with, OR the detector is individually identified at the fire alarm control panel (addressable systems). (**72: 5.14.5.9**) *Duct det's. Shall be located on supply side.*
- 20) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
Where an approved fire alarm is installed in a building, the required smoke duct **detectors shall be connected to the fire alarm** system in accordance with NFPA 72. (Duct det's. may give a supervisory signal, per NFPA 90A) (*NFPA 90A 5.14.5.8*)
- 21) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
**Smoke Detectors: Not located where airflow prevents operation** of the detectors (**72: 5.7.4.1**), and **not less than three feet from air supply or return opening.** (*A.5.7.4.1*)
- 22) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
It shall be unlawful to install, service, test, repair, inspect, or improve a fire system without attaching a **completed tag** or use a tag not meeting the specifications of the State Fire Marshal. **A current tag is present when the inspection is performed.**(*FSS 633.701#6*)
- 23) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_  
The occupants of the protected site with the fire alarm shall be **notified of the importance of not resetting the fire alarm system** without the presence of the Fire Alarm Technician or the Fire Department. (*FS 633.701#4*) Speak to General Contractor or Owner to verify.

## Device Locations

24) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**Manual Fire Alarm Boxes:** Not less than 3 ½ ft & not more than 4 ½ ft above floor level. Located within 5 ft of the exit doorway opening at each exit on each floor. Travel distance no more than 200 ft to the nearest box. (72: 5.12.4) ( 72: 5.12.6) (72: 5.12.8)

25) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**Audible Notification Appliances:** Location shall have tops above floor not less than 90 inches & below ceilings not less than 6 inches. (72: 7.4.6.1) (72: 7.4.6.2)

26) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**Visible Notification Appliances:** Located not less than 80 inches & not greater than 96 inches from the floor. (72: 7.5.4)

27) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**HVAC Detectors:** In spaces served by air handling systems, detectors shall not be located where airflow prevents operation of the detectors (72: 5.7.4.1)

28) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**Combination visual and audible devices** shall be mounted between 80 and 96 inches above the floor. (NFPA 72: 7.5.4) (96: 4-3.5.2)

29) Pass \_\_\_\_\_ Fail \_\_\_\_\_ N/A \_\_\_\_\_

**Spot-type Heat Sensing Fire Detectors:** Located on the ceiling not less than 4 inches from the side wall or on the side walls between 4 inches and 12 inches from the ceiling. (72: 5.6.3.1)