



General

This document's intent is to provide contractors with guidelines outlining the expectations and procedures for how the Everett Fire Marshal's Office will conduct an acceptance test of a fire alarm system. This document addresses the most common aspects of a fire alarm acceptance tests, in cases where this document does not address a device or operation used with your system the IFC, NFPA, and/or Manufacturer Specifications will be used to determine testing criteria.

Step 1: Preparation

	PASS	FAIL	N/A
1. Schedule Inspection - The contractor shall schedule for the inspection using eTRAKiT online permitting portal. Inspection requests submitted online before 11:59 p.m. on Monday-Friday will be tentatively scheduled for the next business day. IMPORTANT – the Fire Alarm System cannot be finalized until the associated electrical permit has been finalized by the building department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.. Approved Plans - Approved/Stamped set of plans showing how system was installed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Cut Sheets - Manufacturer cut sheets indicating the proper method of testing for smoke and heat detectors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Pretest - Printout of pretest showing all devices have been tested and how each device annunciates at the FACP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. NFPA 72 Report - NFPA 72 Record of Completion (not req'd for flow/tamper systems).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. 24 hour Battery Test - At the time of the inspection/test provide proof verifying that the panel has been operating on secondary power (battery) for 24 hours. No other problems shall be indicated on the panel.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tools Equipment and Personnel:

	PASS	FAIL	N/A
7. Staffing - A minimum of two fire alarm contractors with 2 two-way radios.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Contractors - The following contractors may need to be present during the acceptance test depending on the systems provided in the building: sprinkler contractor, mechanical contractor, elevator contractor, general contractor, special suppression system contractor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Ladder - A ladder shall be provided to gain access to devices for testing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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| 10. Smoke/Aerosol Tester - Smoke detectors will be tested in place using a Smoke Detector Tester Aerosol Dispenser with Telescoping Pole to ensure smoke entry into the sensing chamber and an alarm response. No magnets will be allowed. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Laptop - Laptop with appropriate software to make program changes if necessary. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Manufacturer's Testing - Any equipment required by the manufacturer's published testing instructions. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Notification of Testing:

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| 13. Occupants - All building occupants shall be notified of the test. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Monitoring Company - Monitoring Company shall place the systems(s) in "test". | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Verify Information - Verify that the monitoring company has a valid address, proper business name, and the correct number for Snohomish County 911 (425-407-3970). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Step 2: Signage and Markings

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| 1. FACP Room - An approved sign shall be posted on the door to the room containing the FACP. The sign shall be constructed of durable materials, permanently installed, readily visible, and have a red background and white lettering that reads "FIRE ALARM CONTROL PANEL INSIDE" or "FIRE ALARM ROOM" or "FACP ROOM" or similar language. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Contact Information - An approved sign shall be posted at the control panel and states the name of the monitoring company and the 24-hour phone number of the Central Station. It shall also state that the Central Station shall be called before doing any work or testing on any system being monitored. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Instructions - Reset instructions and reset code shall be clearly posted at the FACP | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Floor Plan - A laminated floor plan (11"x17" minimum) for each building floor shall be posted adjacent to the FACP in the Fire Control Room. It shall indicate the location of all initiating devices, inspector's test valve, monitored valves and main corridors, stairwells and elevators. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Dedicated Circuit -The fire alarm control panel shall be on its own dedicated circuit that is labeled FACP, red in color, and locked in the ON position. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. J-Boxes - It is required that all fire alarm J-boxes are painted red or labeled FIRE ALARM. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| 7. | Documentation Cabinet - A documentation cabinet labeled "SYSTEM RECORD DOCUMENTS" shall be installed at the system control unit or at another approved location accessible only to authorized personnel. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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Step 3: Maximum Load Test - Secondary Power

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|----|--|--------------------------|--------------------------|
| 1. | Manual Fire Alarm box - While on battery power, initiate an Alarm by pulling the manual fire alarm box located at the FACP. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | 90 Second Alarm Signal - Verify that the remote Central Station has received a fire alarm signal within ninety (90) seconds. Let alarm continue during next step. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | 5 - 15 Minute Test - Let alarm continue for a minimum of 5 minutes for general occupant notification and 15 minutes for voice Evacuation. This is will give enough time to verify operation of all notification appliances throughout the facility. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Audible Alarm Notification Appliances:

- | | PASS | FAIL | N/A |
|-----|---|--------------------------|--------------------------|
| 4. | Per Plans - Verify annunciators are installed per approved plans | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. | Audible Sound - Audible alarms devices must be 15 dBA above normal ambient sound level in all occupiable areas of building. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. | Signal Pattern - Audible signal pattern used to notify building occupants of the need to evacuate shall be the standard alarm evacuation signal consisting of a three-pulse temporal pattern. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. | Mounting - Wall-mounted appliances shall have their tops above the finished floor at heights of not less than 90 inches and below the finished ceilings at distances of not less than 6 inches. Ceiling-mounted or recessed appliances shall be permitted. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. | Combination Audible/Visible - Combination audible/visible appliances shall be installed as per the requirements for a visible alarm notification appliance. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. | Environment - Verify that all appliances as listed for the environment that they are located. (walk-in coolers/freezers, etc.) | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. | Guards/Cover/ Lenses - Appliances subject to mechanical damage shall be suitably protected by a guard, cover, or lenses that is listed for use with the appliance. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Visible Alarm Notification Appliances:

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| 11. | Per Plans - Ensure the cd matches what was indicated on the plans. | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| 12. Flashing Notifications - Indoor strobes must flash 60-120 times/minute and in spaces such as corridors where more than two visible notification appliances are in any field of view, they shall flash in synchronization. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Lights - Lights used for fire alarm signaling only or to signal the intent for complete evacuation shall be clear or nominal white. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Wall Mount - Wall-mounted appliances shall be mounted such that the entire lens is not less than 80 inches and not greater than 96 inches above the finished floor. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Ceiling Mount - Ceiling-mounted appliances shall be permitted. If ceiling heights exceed 30 feet, ceiling-mounted visible notification appliances shall be suspended at or below 30 feet or at the mounting height of a wall mounted visible notification appliances. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Environment - Verify that all appliances as listed for the environment that they are located. (walk-in coolers/freezers, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Step 4: Power Supplies & Trouble Signals

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|---|--------------------------|--------------------------|--------------------------|
| 1. Reset - Once all notification appliances have been verified and the minimum alarm time has elapsed, silence the signal and ensure horns and strobes cease. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Clear Panel - Have primary power turned back on and verify that the panel has been cleared. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Battery Lead - Unplug one battery lead, the panel shall indicate a trouble within 200 seconds. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Battery Date - Also, ensure the battery manufacture date is written on the batteries. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Batterie Size - Compare the calculated size of batteries in submittal to actual batteries installed. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Ground Fault - Have the installer create a ground fault on the system, to ensure that the trouble condition and ground fault is annunciated on the FACP. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. DACT - Have the alarm technician disconnect the primary line from the DACT to confirm a trouble signal on-site and transmission of a trouble signal to the supervision station within 4 minutes. Repeat this process with the secondary line. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Notification Appliance - Remove a wire from a notification appliance. The system shall go into trouble at the FACP within 200 seconds. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Smoke Detector - Remove a smoke detector from its base and ensure a trouble is shown on the panel within 200 seconds. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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| 10. Remote Annunciator - If a remote alarm annunciator is provided, verify operations and that the correct information is being received. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
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Step 5: Fire Suppression Systems

PASS FAIL N/A

Fire Sprinkler Systems:

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| 1. Contractors - All sprinkler devices shall be tested with both the sprinkler and fire alarm contractors present. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Flow Test - Test waterflow alarm by flowing water from the Inspectors Test Valve. The alarm should sound no earlier than 20 seconds and no later than 90 seconds. (Wet and dry systems) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Dry-Type Sprinkler Systems – Have constrictor demonstrate that both high and low air pressure are supervised as required. The off-normal signal shall be initiated when the pressure increases or decreases by 10 psi. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Exterior Horn/Strobe - Verify that a listed horn/strobe device is located on the front exterior of the building in an approved location in close proximity to the buildings address. Such device shall be activated by water flow actuation of the automatic sprinkler system. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Control Valves - Close all electrically supervised sprinkler control valves to verify supervisory alarm at the FACP within 2 turns of control wheel or, for Post Indicator Valve (PIV) within 1/5 of valve control mechanism’s travel distance. Then reopen to verify “restore” signal. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Fire Pump:

PASS FAIL N/A

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| 6. Pump Running - Verify that when the fire pump is running that the fire alarm goes into alarm. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Control Valves - Close all electrically supervised fire pump control valves to verify supervisory signal at the FACP. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other Suppression Systems:

PASS FAIL N/A

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| 8. Type 1 Commercial Kitchen System - shall initiate an alarm signal by alarm initiating devices installed in accordance with their individual listings. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Pre-Action Suppression System – If installed and if it has an independent control panel it will require a separate NFPA 72 certificate from the building FACP. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Clean Agent Suppression System – If installed and if it has an independent control panel it will require a separate NFPA 72 certificate from the building FACP. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Step 6: Elevators

	PASS	FAIL	N/A
1. Elevator Technician - Elevator technician must be on site for the following test to take place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. FACP - Actuation from the elevator hoistway, elevator machine room, elevator machinery space, elevator control space, or elevator control room smoke detectors, or other automatic fire detection shall cause a separate and distinct visible annunciation at the building FACP and remote annunciators to alert fire fighters that the elevators are no longer safe to use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Recall - Test detector(s) located at elevator lobby that will initiate elevator recall: (Elevator lobby detectors must be within 21 feet of each elevator door.) <ul style="list-style-type: none"> • Verify recall to a primary floor • Verify recall to alternate floor • Verify illumination of "Fire Hat" 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Machine Room Detector - Test detector(s) located in shaft & elevator machine room: <ul style="list-style-type: none"> • Verify recall to designated floor • Verify flashing illumination of "Fire Hat" 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Heat Detectors - Heat Detectors installed in a shaft or machine room and used for shunt trip (shut down elevator power) activation shall be located within 2 feet of each sprinkler head and have both a lower temperature rating and a higher sensitivity as compared to the sprinkler.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Step 7: Initiation Devices

	PASS	FAIL	N/A
1. FACP - Test individual devices to ensure proper operations and annunciation at the panel with the correct device location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smoke Detectors:			
2. Sample Test - The fire inspector will select a sample of Smoke Detectors at random to be tested by using smoke or a listed aerosol. <u>(minimum of one per floor and no less than 10% of the devices shall be tested)</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Trouble - The fire inspector will select a minimum of one smoke detector at random to be disconnected to verify a trouble signal is received at the FACP.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Addressable - All smoke detectors are addressable models.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Wall Mount - Wall-mounted smoke detectors must be installed between 4 and 12 inches from the ceiling measured to the nearest edge of the detector.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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| 6. | Ceiling Mount - Ceiling mounted smoke detectors shall be at least 4 inches from a wall or ceiling obstruction. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. | Supply/Return Air Diffuser - Smoke detectors shall not be located within 3 feet of a supply or return air diffuser, nor in a strong air stream from a supply diffuser at any distance. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. | Listings - All smoke detectors shall be located in conditioned space or be listed for non-conditioned spaces (outside, parking decks, areas with low or high temperatures). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. | Dust Covers - Verify all dust covers have been removed. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Duct Smoke Detectors:

- | | | PASS | FAIL | N/A |
|-----|--|--------------------------|--------------------------|--------------------------|
| 10 | Sample Test - The fire inspector will select a sample of Duct Smoke Detectors at random to be tested by using smoke or a listed aerosol. <u>Minimum of one per floor and no less than 10% of the devices shall be tested.</u> (Duct Smoke Detectors shall be programmed to be a supervisory condition at the FACP.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. | HVAC Shutdown - Verify that HVAC shutdown is operational. After the initial test and verification, it is acceptable to activate the HVAC bypass to avoid excessive restarting. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. | Close Upon Activation - All remaining duct smoke detectors not tested shall be inspected to verify that they close upon activation of the fire alarm system. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. | Access Door - At each duct detector a 12"x12" minimum access door, hinged or latched type, is provided to facilitate sampling tube inspection and cleaning. Doors shall have a label that reads: FIRE/SMOKE DAMPER, SMOKE DAMPER OR FIRE DAMPER. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. | Air Flow Decal - Air flow direction is permanently indicated on the duct by stencil or decal, to help assure the sampling tubes are installed and maintained in the correct orientation. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. | Intake Tube - Intake tube has its holes/slots facing into the air stream, and a stopper installed to seal its far end. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Heat Detectors:

- | | | PASS | FAIL | N/A |
|-----|--|--------------------------|--------------------------|--------------------------|
| 16. | Sample Test - The fire inspector will select a sample of Heat Detectors at random to be tested. <u>(minimum of one per floor and no less than 10% of the devices shall be tested)</u> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

17. **Manufactures Specification** - Important to follow the manufactures specification on the correct testing of the device. (Incorrect testing can damage devices)

Manual Fire Alarm Box (Pull Stations):

- | | PASS | FAIL | N/A |
|---|------|------|-----|
| 18. 100% Activation - 100% of Manual Fire Alarm Box (Pull Stations) provided shall be tested by physical activation. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |
| 19. Location - Manual fire alarm boxes shall be located as follows: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |
| <ul style="list-style-type: none"> • At a conspicuous, unobstructed, and assessable location. • Within 60 inches of exit doorway openings. • Mounted between 42 to 48 inches above the floor. | | | |
| 20. Addressable - Verify that upon activation of a manual fire alarm box the alarm signal to the main fire alarm panel is correctly addressed with an accurate description. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |
| 21. Color - Manual fire alarm boxes shall be red in colors on a background of contrasting color. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |

Other Initiation Devices:

- | | PASS | FAIL | N/A |
|--|------|------|-----|
| 22. Other Devices - Combination Detector, Electrical Conductivity Heat Detector, Fire-Gas Detector, Flame Detector, Pneumatic Rate-of-Rise Tubing Heat Detector, Projected Beam-Type Detector, Radiant Energy-Sensing Fire Detector, Rate Compensation Detector, Spark/Ember Detector, Spot-Type Detector shall follow the manufactures specification on the correct testing of that device. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |

Step 8: Electrically Locking and/or Self-Closing Doors

PASS FAIL N/A

Door Releases:

1. **Magnetic Door Hold** - Verify that all Magnetic Door Hold-Open Release Devices work when the system is in alarm. The doors shall close completely and latch.

Electrically Locked Doors:

- | | PASS | FAIL | N/A |
|--|------|------|-----|
| 2. Electrically Locked Doors - Electrically locked doors that are part of the required means or egress shall comply with the following: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | |
| <ul style="list-style-type: none"> • Unlock immediately upon loss of power. • Unlock upon activation of the fire alarm system and remain unlocked until the fire alarm condition is manually reset. • Unlock upon activation of the automatic sprinkler system. | | | |

Delayed Egress Locking System:

- | | PASS | FAIL | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 3. Activation - Verify that the delay electronics of the delayed egress locking system deactivates upon actuation of the automatic sprinkler system or automatic fire detection system, allowing immediate, free egress. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Smoke / Fire Protective Curtain Assemblies:

- | | PASS | FAIL | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 4. Qualified Personal - Testing of protective curtain assemblies shall be performed by a qualified person with knowledge and understanding of the operating components of the type of assembly being subject to testing. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Testing Twice Per Device - All smoke/fire protective curtains that are connected to the fire alarm system shall be tested a minimum of twice per device. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Closing Without Power - All protective curtain assemblies shall be capable of closing the curtain without power. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Delays - Protective curtain assemblies shall not have a delay in the initiation of closing of more than 10 seconds. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Closing Speed - Protective curtain assemblies shall have an average closing speed of not less than 6 in./sec or more than 24 in./sec. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Horizontal Sliding / Accordion / Folding Fire Doors:

- | | PASS | FAIL | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 9. Horizontal Sliding, Accordion or Folding Doors - All special-purpose horizontal sliding, accordion or folding doors that are a component of a means or egress shall comply with the following: <ul style="list-style-type: none">• Connected to the fire alarm system and close when in alarm.• Shall be power operated and shall be capable of being operated manually in the event of power failure.• The door assembly shall have an integrated standby power supply.• Exiting hardware shall accommodate for a person with disabilities, have sharp contrast from the door's surface, and include both graphic images and bold lettering. (Example: PUSH TO OPEN)• The door shall open to the minimum required with within 10 seconds after activation of the operating device. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Step 9: Area of Refuge Emergency Communication

	PASS	FAIL	N/A
1. 100% Tested - All devices associated with the Area of Refuge Emergency Communication shall be tested.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Operation - The area of refuge station shall provide for hands-free, two-way communication, provide an audible and visible signal to indicate communication has occurred, and indicate to the receiver the location sending the signal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Instructions - Instructions for the use of the two-way communications system, instructions for summoning assistance via the two-way communications system, and written identification, including in braille, of the location shall be posted adjacent to the two-way communications system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Response - If the central control point is not constantly attended, it shall have a timed automatic communications capability to connect with a constantly attended monitoring location where responsible personnel can initiate the appropriate response.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Quality and Clarity - Verify voice quality and clarity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Step 10: Emergency Radio Communications

	PASS	FAIL	N/A
1. Emergency Radio Communications - Simulate the following trouble conditions: <ul style="list-style-type: none"> • Signal Booster Trouble • Antenna Failure • Loss of Normal AC Power • Failure of Battery Charger • Low Battery Capacity 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Step 11: System in Full Operation

	PASS	FAIL	N/A
1. Normal Condition - Ensure all systems are normal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Off of Test - Ensure the Fire Alarm is off of test with the monitoring company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Record of Completion - Have the company complete and submit the Record of Completion.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Document Box - Have all manuals and the program placed in the document box.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Knox Box - Keys for the FACP and pull station(s) shall be provided so they may be placed into the Knox Box.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>