Valley Regional Fire Authority
Office of the Fire Marshal

2905 C Street SW, Auburn, WA 98001
Phone: (253) 288-5870 ◊ Fax: (253) 288-5970
www.vrfa.org/FireMarshal ◊ Fire.Marshal@vrfa.org

Acceptance Testing/Inspection Checklist for:

Fire Alarm System Final Inspection

This checklist is intended as a guide to assist customers with preparing for their inspections. We endeavor to keep all information updated, but the inspector/reviewer has ultimate authority to decide any issues. Please contact the VRFA to get specific information concerning your project.

Applicable Codes and Standards:

COA– City of Auburn Municipal Code (2015)
VRFA - Valley Regional Fire Authority procedural guideline
2015 IFC– International Fire Code, 2015 Edition
ASME A17.1 – American Society of Mechanical Engineers Safety Code for Elevators (2010)
NFPA 72 – NFPA Standard for the Installation of Fire Alarm Systems (2010)
NEC – National Electric Code (2011)

Inspection Basics:

Yes	No	Item	Code Section
		Building address posted and visible from the street?	2015 IFC: 505.1
		Applicable construction permit posted?	2015 IFC 105.3.5
		Approved plans on site?	2015 IFC 105.4.6

*If any of these are "No" – the inspection may be failed immediately

Key Information:

Yes	No	Item	Code Section
		Prior to initiating any alarm signal, has the alarm company, building occupants and Valley Communications Center been notified of system testing?	2015 IFC 901.7
		Is a Record of Completion on site and available for review? Has pre-testing and the Rough-in inspection been completed?	2015 IFC 907.7.2
		Are all annunciators and the main FACP clear of any alarms/signals and the contractor has verified that the panel has been clear for about 24 hours?	2015 IFC 907.7
		Is the electrical room door to the main FACP labeled as "Fire Alarm Control Panel"	2015 IFC 105.4.2
		Is the system on a dedicated power circuit that is labeled in red letters as "Fire Alarm System" at the electrical panel?	NFPA 72, 10.5.5.2
		Is the panel and associated components the same as the device specified in the plans?	2015 IFC 105.4.5
		Do ALL notification devices provide a temporal three alarm	NFPA 72, 18.4.2.1

		sound and are audibly in sync?	
		If equipped, are voice evacuation messages clearly understood?	NFPA 72, 18.4.10
		Are all areas provided with adequate audible coverage when doors closed and carpet is installed? (Typically min 60, max 110 dBA)	2015 IFC 106.2.2
		Do ALL notification devices have the proper candela rating as per the plan or NFPA 72? Do they flash in sync when in the same field of view?	NFPA 72, 18.5.4.4.7
		Are visual notification devices unobstructed from view? Are wall mounted devices typically 80"-96" from the floor and ceiling devices no more than 30 feet above the floor?	NFPA 72, 18.5.4
		If equipped, are voice evacuation messages clearly understood?	NFPA 72, 18.4.10
		Are all areas provided with adequate audible coverage when doors closed and carpet is installed? (Typically min 60, max 110 dBA)	2015 IFC 106.2.2
		Do ALL notification devices have the proper candela rating as per the plan or NFPA 72? Do they flash in sync when in the same field of view?	NFPA 72, 18.5.4.4.7
		Are visual notification devices unobstructed from view? Are wall mounted devices typically 80"-96" from the floor and ceiling devices no more than 30 feet above the floor?	NFPA 72, 18.5.4
		Select a few random notification devices and initiate a trouble signal. Did the alarm panel respond appropriately?	NFPA 72, 10.7.1
		Do ALL initiating devices activate with a reasonable level of initiating source (can of smoke, heat, etc)?	NFPA 72, 14.1.1
		Are manual pull stations located between 42" and 48" from the floor, within 5 feet of an exit and unobstructed from access?	2105 IFC 106.2.2
		Ensure that ceiling mounted heat/smoke detection devices are NOT located within 4" of a wall and wall mounted devices ARE located between 4"-12" of the ceiling in most cases.	NFPA 72, 17.6.3
		Does the activation of a second fire alarm signal re-activate the alarms after the first alarm has been silenced?	NFPA 72, 10.10.5
		Are the secondary power batteries connected and functional? Are all devices fully functional in alarm condition under secondary power? (Also verify a supervisory signal for "AC Power Failure")	NFPA 72, 10.5.6
		Are the annunciator panels located per the plan and immediately accessible to emergency responders? Is a permanent floor plan posted above the annunciator to illustrate the location of all initiating devices as well as rooms, exits, stairs, elevators, etc?	NFPA 72, 10.16.3
		Do all initiation devices illustrate their type and location in PLAIN SIMPLE LANGUAGE on all panels and does the description provided coordinate with the floor plan posted?	NFPA 72, 10.16.3.1
		Have all interconnected systems or components (two-way communication, voice evacuation systems, elevator recall, HVAC units, generators, fire pumps, fire suppression, etc.) been tested and function properly per the approved.	2105 IFC 106.2.2
		Is there a DACT or other communication panel with TWO means of transmitting signals to the monitoring company (such as two phone lines, phone line and cellular, etc.)? If only ONE path is provided (particularly for VOIP and IP situations), ensure that ALL ON-SITE components in that path (such as routers, utility provider box, etc.) are equipped with at least 24-hour secondary power and are monitored directly by the fire alarm system for power failure.	NFPA 72, 26.6.3.1.12
		Do ALL alarm signals make the proper notifications? Use at least one device to ensure that the alarm signal goes to Valley	NFPA 72, 26.3.7.1.2

		Comm. Communications within 5 minutes of activation.	

Yes	No		
		Is work and /or test approved by the VRFA?	
		Is further work and/or testing required? (see punch list below)	

_____

_____

_____

_____

_____

_____

_____

_____

_____