# **State of Kansas Fire Alarm Acceptance Record**

Department of Administration, OFPM-DCC

This is not an approval of compliance to contract documents. The Project Architect/Engineer has primary responsibility for inspection to determine compliance with the contract documents. This is not a work directive or authorization. Contractor is to coordinate solution of deficiency with Project Architect/Engineer and to correct all noted deficiencies as directed by Project Architect/Engineer.

|  |  |  |
| --- | --- | --- |
| **Inspection Date:** Click here to enter a date. |  **Inspector:** Select |  |
| **Project Number:**Click here to enter text. |  | **Project Name:** Click here to enter text. |
| **FACP Location:**Click here to enter text. |
| **FACP MFG:** Click here to enter text. | **New** [ ]  **Existing Modification** [ ]  |
| **DCC A/E:** |   | **Agency:** |  Select |  |
| **D = Deficiency noted (see notes) A = Accepted DC = Deficiency Corrected** |

**FACP VISUAL:** Additional info Table 14.3.1 **D A DC**

Record of Completion Completed by Installer and a signed copy provided to the inspector [ ]  [ ]  [ ]

FACP Location Located in an occupied place, and matches location on accepted shop drawings. [ ]  [ ]  [ ]

Annunciator Access & Location Shall be readily accessible and located per accepted shop drawings. [ ]  [ ]  [ ]

Wiring Is installed in workman like manner [ ]  [ ]  [ ]

Smoke Detection Automatic smoke detection shall be provided above panel. [ ]  [ ]  [ ]

Primary Power Branch circuit supplying the fire alarm equipment shall supply no other loads [ ]  [ ]  [ ]

Power Circuit Identification Panel name, location and circuit number identified **in FACP** [ ]  [ ]  [ ]

Circuit Breaker Shall be locked and identified with red mark [ ]  [ ]  [ ]

Battery Marking Shall be marked with the month and year of manufacturer using month/year. [ ]  [ ]  [ ]

Battery Location If not located in or adjacent to the control unit, the location shall be identified at control unit. [ ]  [ ]  [ ]

Monitored Connected to phone line or fiber optic cable for monitoring [ ]  [ ]  [ ]

Fiber Optic Cable Connections Verify location and condition [ ]  [ ]  [ ]

End of line Resistor Shall be no end of line resistors located inside the FACP. [ ]  [ ]  [ ]

Control Equipment Normal power, No supervisory and No trouble signals, Fuses, Lamps etc. [ ]  [ ]  [ ]

**DEVICE VISUAL:**

Initiating Devices Verify location and condition per accepted shop drawing, Smoke & Heat Detection, Water Flow devices, [ ]  [ ]  [ ]

 Duct detectors, Fire extinguishing systems and Fire Dampers

Manual Fire Alarm Boxes Verify location & condition per accepted shop drawing, 42”-48” above finished floor [ ]  [ ]  [ ]  on a contrasting color, conspicuous, unobstructed and accessible & within 5ft of exit doorway.

Notification Devices Verify location and condition per accepted shop drawing, horns & strobes [ ]  [ ]  [ ]

**FIRE ALARM TESTING:**

Addressable Address FACP address matches location of the initiation device [ ]  [ ]  [ ]

Notification Devices Walk building and inspect all notification devices in operation [ ]  [ ]  [ ]

Initiating Devices Witness retest of 10% of all initiation devices (inspectors choice) [ ]  [ ]  [ ]

Auxiliary Devices Verify all fire & smoke dampers open and close with activation of the fire alarm [ ]  [ ]  [ ]

**REACCEPTANCE FIRE ALARM TESTING:**

New Device Initiating device, notification appliance, or control relay is **added,** it shall be functionally tested. [ ]  [ ]  [ ]

Deleted Device Initiating device, notification appliance, or control relay is **deleted**, test on device on same circuit [ ]  [ ]  [ ]

Modifications Control equipment Tested when modifications/repairs to control equipment software are made [ ]  [ ]  [ ]

**Site Software**

Site Software Functions 100% of devices affected by the change shall be tested [ ]  [ ]  [ ]

Percentage Retest 10% of initiating devices not affected by change up to 50 devices (inspectors choice) [ ]  [ ]  [ ]

Executive Software Change to software requires 10% functional test of system, including one device on each input& output [ ]  [ ]  [ ]

NOTES