



PRE-FINAL AND CERTIFICATION OF OCCUPANCY INSPECTION REQUIREMENTS FOR CONTRACTORS Contractor's Checklist

Fire Alarm Test Requirements

1. All certification forms and documents are required to be on the site for review:
 - ___ Plans
 - ___ Permit
 - ___ Pre-final detector test and a device location inspection are required as well as the completion of the items on this pretest form. Use the **Acceptance Inspection** checklist for the pretest.
 - ___ Installation certification is completed; use the form contained in this book or NFPA's "Record of Completion" form in NFPA 72.
2. ___ Person familiar with installation must be present to perform the test.
3. ___ Owner's representative approval needed for time and date of testing.
4. ___ All rooms or areas are unlocked and accessible.
5. ___ Device placement is in accordance with the plan; sound pressure level verification to have been done and recorded by the contractor.
6. ___ If items 1-5 are incomplete, the inspection will be cancelled and another inspection request will be required. A reinspection fee may be assessed.

Prior to the next approval test:

7. ___ When additional devices (e.g., initiating or indicating devices, etc.) are installed, the contractor must provide:
 - ___ As-builts and new calculations for review and approval.
 - Note:** A new plan review will be submitted as "supplemental information" and proof of the additional review fee payment is required.
8. ___ A reinspection fee may be assessed if the system and required documentation are not ready.