FIRE ALARM AND EMERGENCY COMMUNICATION SYSTEM RECORD OF COMPLETION

To be completed by the system installation contractor at the time of system acceptance and approval.
It shall be permitted to modify this form as needed to provide a more complete and/or clear record.
Insert N/A in all unused lines.
Attach additional sheets, data, or calculations as necessary to provide a complete record.

1. PROPERTY INFORMATION

Name of property: 123 WASHINGTON AVE BUILDING

Address: 123 WASHINGTON AVE PORTLAND ME 04101

Description of property:

Occupancy type: COMMERCIAL

Name of property representative: JED HARRIS

Address: SAME

Phone: 207-653-8262 Fax: E-mail:

Authority having jurisdiction over this property: PORTLAND FD

Phone: Fax: E-mail:

2. INSTALLATION, SERVICE, AND TESTING CONTRACTOR INFORMATION

Installation contractor for this equipment: NORTHEAST ELECTRIC

Address: 6 Day Rd Gorham

License or certification number:

Phone: 2077970633 Fax: E-mail: Ethan@northeastElectric.onmicrosoft.com

Service organization for this equipment: Cunningham Security

Address: 10 Princes Point Road; Yarmouth, ME

License or certification number: NICET II

Phone: Fax: E-mail:

A contract for test and inspection in accordance with NFPA standards is in effect as of:

Contracted testing company:

Address:

Phone: Fax: E-mail:

Contract expires: Contract number: Frequency of routine inspections:

3. DESCRIPTION OF SYSTEM OR SERVICE

☒ Fire alarm system (nonvoice)

☐ Fire alarm with in-building fire emergency voice alarm communication system (EVACS)

☐ Mass notification system (MNS)

☐ Combination system, with the following components:

☐ Fire alarm ☐ EVACS ☐ MNS ☐ Two-way, in-building, emergency communication system

☐ Other (specify):

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3. DESCRIPTION OF SYSTEM OR SERVICE *(continued)*

NFPA 72 edition: Additional description of system(s):

3.1 Control Unit

Manufacturer: FireLite Model number:

3.2 Mass Notification System ☑ This system does not incorporate an MNS

3.2.1 System Type:

☐ In-building MNS—combination

☐ In-building MNS—stand-alone ☐ Wide-area MNS ☐ Distributed recipient MNS

☐ Other (specify):

3.2.2 System Features:

☐ Combination fire alarm/MNS ☐ MNS autonomous control unit ☐ Wide-area MNS to regional national alerting interface

☐ Local operating console (LOC) ☐ Direct recipient MNS (DRMNS) ☐ Wide-area MNS to DRMNS interface

☐ Wide-area MNS to high-power speaker array (HPSA) interface ☐ In-building MNS to wide-area MNS interface

☐ Other (specify):

3.3 System Documentation

☐ An owner's manual, a copy of the manufacturer's instructions, a written sequence of operation, and a copy of the numbered record drawings are stored on site. Location:

3.4 System Software ☐ This system does not have alterable site-specific software.

Operating system (executive) software revision level:

Site-specific software revision date: Joe L Revision completed by: 8-7-17

☐ A copy of the site-specific software is stored on site. Location:

3.5 Off-Premises Signal Transmission ☐ This system does not have off-premises transmission.

Name of organization receiving alarm signals with phone numbers:

Alarm: CENTRALARM Phone:

Supervisory: Phone:

Trouble: Phone:

Entity to which alarms are retransmitted: Phone:

Method of retransmission:

If Chapter 26, specify the means of transmission from the protected premises to the supervising station:

If Chapter 27, specify the type of auxiliary alarm system: ☐ Local energy ☐ Shunt ☐ Wired ☐ Wireless

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4. CIRCUITS AND PATHWAYS

4.1 Signaling Line Pathways

4.1.1 Pathways Class Designations and Survivability

Pathways class: Survivability level: Quantity:
(See NFPA 72, Sections 12.3 and 12.4)

4.1.2 Pathways Utilizing Two or More Media

Quantity: Description:

4.1.3 Device Power Pathways

☐ No separate power pathways from the signaling line pathway

☐ Power pathways are separate but of the same pathway classification as the signaling line pathway

☐ Power pathways are separate and different classification from the signaling line pathway

4.1.4 Isolation Modules

Quantity:

4.2 Alarm Initiating Device Pathways

4.2.1 Pathways Class Designations and Survivability

Pathways class: Survivability level: Quantity:
(See NFPA 72, Sections 12.3 and 12.4)

4.2.2 Pathways Utilizing Two or More Media

Quantity: Description:

4.2.3 Device Power Pathways

☐ No separate power pathways from the initiating device pathway

☐ Power pathways are separate but of the same pathway classification as the initiating device pathway

☐ Power pathways are separate and different classification from the initiating device pathway

4.3 Non-Voice Audible System Pathways

4.3.1 Pathways Class Designations and Survivability

Pathways class: Survivability level: Quantity:
(See NFPA 72, Sections 12.3 and 12.4)

4.3.2 Pathways Utilizing Two or More Media

Quantity: Description:

4.3.3 Device Power Pathways

☐ No separate power pathways from the notification appliance pathway

☐ Power pathways are separate but of the same pathway classification as the notification appliance pathway

☐ Power pathways are separate and different classification from the notification appliance pathway

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5. ALARM INITIATING DEVICES

5.1 Manual Initiating Devices

5.1.1 Manual Fire Alarm Boxes ☐ This system does not have manual fire alarm boxes.

Type and number of devices: Addressable: 6 Conventional: Coded: Transmitter:

Other (specify):

5.1.2 Other Alarm Boxes ☒ This system does not have other alarm boxes.

Description:

Type and number of devices: Addressable: Conventional: Coded: Transmitter:

Other (specify):

5.2 Automatic Initiating Devices

5.2.1 Smoke Detectors ☐ This system does not have smoke detectors.

Type and number of devices: Addressable: 1 Conventional:

Other (specify):

Type of coverage: ☐ Complete area ☒ Partial area ☐ Nonrequired partial area

Other (specify):

Type of smoke detector sensing technology: ☐ Ionization ☒ Photoelectric ☐ Multicriteria ☐ Aspirating ☐ Beam

Other (specify):

5.2.2 Duct Smoke Detectors ☒ This system does not have alarm-causing duct smoke detectors.

Type and number of devices: Addressable: Conventional:

Other (specify):

Type of coverage:

Type of smoke detector sensing technology: ☐ Ionization ☐ Photoelectric ☐ Aspirating ☐ Beam

5.2.3 Radiant Energy (Flame) Detectors ☒ This system does not have radiant energy detectors.

Type and number of devices: Addressable: Conventional:

Other (specify):

Type of coverage:

5.2.4 Gas Detectors ☐ This system does not have gas detectors.

Type of detector(s):

Number of devices: Addressable: Conventional:

Type of coverage:

5.2.5 Heat Detectors ☐ This system does not have heat detectors.

Type and number of devices: Addressable: Conventional:

Type of coverage: ☐ Complete area ☐ Partial area ☐ Nonrequired partial area ☐ Linear ☐ Spot

Type of heat detector sensing technology: ☐ Fixed temperature ☐ Rate-of-rise ☐ Rate compensated

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5. ALARM INITIATING DEVICES *(continued)*

5.2.6 Addressable Monitoring Modules ☐ This system does not have monitoring modules.

Number of devices: 6

5.2.7 Waterflow Alarm Devices ☐ This system does not have waterflow alarm devices.

Type and number of devices: Addressable: 1 Conventional: Coded: Transmitter:

5.2.8 Alarm Verification ☐ This system does not incorporate alarm verification.

Number of devices subject to alarm verification: Alarm verification set for: seconds

5.2.9 Presignal ☐ This system does not incorporate pre-signal.

Number of devices subject to presignal:

Describe presignal functions:

5.2.10 Positive Alarm Sequence (PAS) ☐ This system does not incorporate PAS.

Describe PAS:

5.2.11 Other Initiating Devices ☐ This system does not have other initiating devices.

Describe:

6. SUPERVISORY SIGNAL-INITIATING DEVICES

6.1 Sprinkler System Supervisory Devices ☐ This system does not have sprinkler supervisory devices.

Type and number of devices: Addressable: 2 Conventional: Coded: Transmitter:

Other (specify):

6.2 Fire Pump Description and Supervisory Devices ☑ This system does not have a fire pump.

Type fire pump: ☐ Electric pump ☐ Engine

Type and number of devices: Addressable: Conventional: Coded: Transmitter:

Other (specify):

6.2.1 Fire Pump Functions Supervised

☐ Power ☐ Running ☐ Phase reversal ☐ Selector switch not in auto ☐ Engine or control panel trouble ☐ Low fuel

Other (specify):

6.3 Duct Smoke Detectors (DSDs) ☑ This system does not have DSDs causing supervisory signals.

Type and number of devices: Addressable: Conventional:

Other (specify):

Type of coverage:

Type of smoke detector sensing technology: ☐ Ionization ☐ Photoelectric ☐ Aspirating ☐ Beam

6.4 Other Supervisory Devices ☐ This system does not have other supervisory devices.

Describe:

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7. MONITORED SYSTEMS

7.1 Engine-Driven Generator ☐ This system does not have a generator.

7.1.1 Generator Functions Supervised

☐ Engine or control panel trouble ☐ Generator running ☐ Selector switch not in auto ☐ Low fuel

☐ Other (specify):

7.2 Special Hazard Suppression Systems ☐ This system does not monitor special hazard systems.

Description of special hazard system(s):

7.3 Other Monitoring Systems ☐ This system does not monitor other systems.

Description of special hazard system(s):

8. ANNUNCIATORS ☐ This system does not have annunciators.

8.1 Location and Description of Annunciators

Location 1:

Location 2:

Location 3:

9. ALARM NOTIFICATION APPLIANCES

9.1 In-Building Fire Emergency Voice Alarm Communication System ☐ This system does not have an EVACS.

Number of single voice alarm channels: Number of multiple voice alarm channels:

Number of speakers: Number of speaker circuits:

Location of amplification and sound-processing equipment:

Location of paging microphone stations:

Location 1:

Location 2:

Location 3:

9.2 Nonvoice Notification Appliances ☐ This system does not have nonvoice notification appliances.

Horns: With visible: 3 Bells: With visible:

Chimes: With visible:

Visible only: 6 Other (describe):

9.3 Notification Appliance Power Extender Panels ☒ This system does not have power extender panels.

Quantity:

Locations:

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10. MASS NOTIFICATION CONTROLS, APPLIANCES, AND CIRCUITS ☑ This system does not have an MNS.

10.1 MNS Local Operating Consoles

Location 1:

Location 2:

Location 3:

10.2 High-Power Speaker Arrays

Number of HPSA speaker initiation zones:

Location 1:

Location 2:

Location 3:

10.3 Mass Notification Devices

Combination fire alarm/MNS visible appliances: MNS-only visible appliances:

Textual signs: Other (describe):

Supervision class:

10.3.1 Special Hazard Notification

☐ This system does not have special suppression predischarge notification.

☐ MNS systems DO NOT override notification appliances required to provide special suppression predischarge notification.

11. TWO-WAY EMERGENCY COMMUNICATION SYSTEMS

11.1 Telephone System

☑ This system does not have a two-way telephone system.

Number of telephone jacks installed: Number of warden stations installed:

Number of telephone handsets stored on site:

Type of telephone system installed: ☐ Electrically powered ☐ Sound powered

11.2 Two-Way Radio Communications Enhancement System

☐ This system does not have a two-way radio communications enhancement system.

Percentage of area covered by two-way radio service: Critical areas: % General building areas: %

Amplification component locations:

Inbound signal strength: dBm Outbound signal strength: dBm

Donor antenna isolation is: dB above the signal booster gain

Radio frequencies covered:

Radio system monitor panel location:

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11. TWO-WAY EMERGENCY COMMUNICATION SYSTEMS *(continued)*

11.3 Area of Refuge (Area of Rescue Assistance) Emergency Communications Systems

☑ This system does not have an area of refuge (area of rescue assistance) emergency communications system.

Number of stations: Location of central control point:

Days and hours when central control point is attended:

Location of alternate control point:

Days and hours when alternate control point is attended:

11.4 Elevator Emergency Communications Systems

☑ This system does not have an elevator emergency communications system.

Number of elevators with stations: Location of central control point:

Days and hours when central control point is attended:

Location of alternate control point:

Days and hours when alternate control point is attended:

11.5 Other Two-Way Communication Systems

Describe:

12. CONTROL FUNCTIONS

This system activates the following control fuctions:

☐ Hold-open door releasing devices ☐ Smoke management ☐ HVAC shutdown ☐ F/S dampers

☐ Door unlocking ☐ Elevator recall ☐ Fuel source shutdown ☐ Extinguishing agent release

☐ Elevator shunt trip ☐ Mass notification system override of fire alarm notification appliances

Other (specify):

12.1 Addressable Control Modules ☐ This system does not have control modules.

Number of devices:

Other (specify):

13. SYSTEM POWER

13.1 Control Unit

13.1.1 Primary Power

Input voltage of control panel: 120 v Control panel amps: 3.5

Overcurrent protection: Type: BREAKER Amps: 20

Location (of primary supply panel board):

Disconnecting means location:

13.1.2 Engine-Driven Generator ☐ This system does not have a generator.

Location of generator:

Location of fuel storage: Type of fuel:

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13. SYSTEM POWER *(continued)*

13.1.3 Uninterruptible Power System ☑ This system does not have a UPS.

Equipment powered by a UPS system:

Location of UPS system:

Calculated capacity of UPS batteries to drive the system components connected to it:

In standby mode (hours): In alarm mode (minutes):

13.1.4 Batteries

Location: Power Type: SLA Nominal voltage: 12 Amp/hour rating: 12

Calculated capacity of batteries to drive the system:

In standby mode (hours): In alarm mode (minutes):

☐ Batteries are marked with date of manufacture ☐ Battery calculations are attached

13.2 In-Building Fire Emergency Voice Alarm Communication System or Mass Notification System

☑ This system does not have an EVACS or MNS system.

13.2.1 Primary Power

Input voltage of EVACS or MNS panel: EVACS or MNS panel amps:

Overcurrent protection: Type: Amps:

Location (of primary supply panel board):

Disconnecting means location:

13.2.2 Engine-Driven Generator ☐ This system does not have a generator.

Location of generator:

Location of fuel storage: Type of fuel:

13.2.3 Uninterruptible Power System ☐ This system does not have a UPS.

Equipment powered by a UPS system:

Location of UPS system:

Calculated capacity of UPS batteries to drive the system components connected to it:

In standby mode (hours): In alarm mode (minutes):

13.2.4 Batteries

Location: Type: Nominal voltage: Amp/hour rating:

Calculated capacity of batteries to drive the system:

In standby mode (hours): In alarm mode (minutes):

☐ Batteries are marked with date of manufacture ☐ Battery calculations are attached

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13. SYSTEM POWER *(continued)*

13.3 Notification Appliance Power Extender Panels ☑ This system does not have power extender panels.

13.3.1 Primary Power

Input voltage of power extender panel(s): Power extender panel amps:

Overcurrent protection: Type: Amps:

Location (of primary supply panel board):

Disconnecting means location:

13.3.2 Engine-Driven Generator ☑ This system does not have a generator.

Location of generator:

Location of fuel storage: Type of fuel:

13.3.3 Uninterruptible Power System ☐ This system does not have a UPS.

Equipment powered by a UPS system:

Location of UPS system:

Calculated capacity of UPS batteries to drive the system components connected to it:

In standby mode (hours): In alarm mode (minutes):

13.3.4 Batteries

Location: Type: Nominal voltage: Amp/hour rating:

Calculated capacity of batteries to drive the system:

In standby mode (hours): In alarm mode (minutes):

☐ Batteries are marked with date of manufacture ☐ Battery calculations are attached

14. RECORD OF SYSTEM INSTALLATION

Fill out after all installation is complete and wiring has been checked for opens, shorts, ground faults, and improper branching, but before conducting operational acceptance tests.

This is a: ☐ New system ☐ Modification to an existing system Permit number:

The system has been installed in accordance with the following requirements: (Note any or all that apply.)

☐ *NFPA 72,* Edition:

☐ *NFPA 70, National Electrical Code,* Article 760, Edition:

☐ Manufacturer's published instructions

Other (specify):

System deviations from referenced NFPA standards:

Signed: Printed name: Joseph Lahaise Date: 8-7-17

Organization: Cunningham Title: Tech Phone:

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15. RECORD OF SYSTEM OPERATIONAL ACCEPTANCE TEST

☐ New system

All operational features and functions of this system were tested by, or in the presence of, the signer shown below, on the date shown below, and were found to be operating properly in accordance with the requirements for the following:

☐ Modifications to an existing system

All newly modified operational features and functions of the system were tested by, or in the presence of, the signer shown below, on the date shown below, and were found to be operating properly in accordance with the requirements of the following:

☐ *NFPA 72,* Edition:

☐ *NFPA 70, National Electrical Code,* Article 760, Edition:

☐ Manufacturer's published instructions

Other (specify):

☐ Individual device testing documentation [Inspection and Testing Form (Figure 14.6.2.4) is attached]

Signed:		Printed name: Joseph Lapointe	Date: 8-7-17
Organization: Guardian Sec.		Title: Tech	Phone:

16. CERTIFICATIONS AND APPROVALS

16.1 System Installation Contractor:

This system, as specified herein, has been installed and tested according to all NFPA standards cited herein.

Signed:		Printed name: Shawn Lang	Date: 8/7/17
Organization: Northeast Electric		Title: Project manager	Phone: 2073323729

16.2 System Service Contractor:

The undersigned has a service contract for this system in effect as of the date shown below.

Signed:		Printed name: Joseph Lapointe	Date: 8-7-17
Organization: Guardian Sec.		Title: Tech	Phone:

16.3 Supervising Station:

This system, as specified herein, will be monitored according to all NFPA standards cited herein.

Signed:	Printed name:	Date:
Organization:	Title:	Phone:

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16. CERTIFICATIONS AND APPROVALS *(continued)*

16.4 Property or Owner Representative:

This system, as specified herein, will be monitored according to all NFPA standards cited herein.

Signed:	Printed name:	Date:
Organization:	Title:	Phone:

16.5 Authority Having Jurisdiction:

I have witnessed a satisfactory acceptance test of this system and find it to be installed and operating properly in accordance with its approved plans and specifications, with its approved sequence of operations, and with all NFPA standards cited herein.

Signed:	Printed name:	Date:
Organization:	Title:	Phone:

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