# FIRE ALARM AND EMERGENCY COMMUNICATION SYSTEM INSPECTION AND TESTING FORM

To be completed by the system inspector or tester at the time of the inspection or test. 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.

Date of this inspection or test:	Time of inspection or test:
PROPERTY INFORMATION	•
Name of property:	
Address:	
Occupancy type:	
Address:	
	E-mail:
Authority having jurisdiction over this property:	
	E-mail:
2. INSTALLATION, SERVICE, AND TESTING CONTRA	CTOR INFORMATION
	E-mail:
Service technician or tester:	
Qualifications of technician or tester:	
A contract for test and inspection in accordance with NFP	PA standards is in effect as of:
	Frequency of tests and inspections:
Monitoring organization for this equipment:	
Address:	
	E-mail:
	Phone:
3. TYPE OF SYSTEM OR SERVICE	
☐ Fire alarm system (nonvoice)	
☐ Fire alarm with in-building fire emergency voice alarm	a 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):	
2009 National Fire Protection Association	NFPA 72 (p. 1 of 11

FIGURE 14.6.2.4 Example of an Inspection and Testing Form.

2010	Edition

	al description of system(s):
3.1 Control Unit	
Manufacturer:	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-are	a MNS Distributed recipient MNS
	_
3.2.2 System Features:	
	aly Wide-area MNS to regional national alerting interface
	ent MNS (DRMNS)    Wide-area MNS to DRMNS interface
☐ Wide-area MNS to high-power speaker array (HI	PSA) interface
☐ Other (specify):	
3.3 System Documentation	
•	
	's instructions, a written sequence of operation, and a copy of the
record drawings are stored on site. Location: 3.4 System Software	☐ This system does not have alterable site-specific software
record drawings are stored on site. Location:  3.4 System Software  Software revision number:	☐ This system does not have alterable site-specific software
record drawings are stored on site. Location:  3.4 System Software  Software revision number:	☐ This system does not have alterable site-specific software  Software last updated on:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s	☐ This system does not have alterable site-specific software  Software last updated on:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER	☐ This system does not have alterable site-specific software  Software last updated on:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit	☐ This system does not have alterable site-specific software  Software last updated on:  site. Location:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power	This system does not have alterable site-specific software Software last updated on: site. Location:  Control panel amps:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power Input voltage of control panel:  4.1.2 Engine-Driven Generator	☐ This system does not have alterable site-specific software  Software last updated on:  site. Location:  Control panel amps:  ☐ This system does not have a generator
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power  Input voltage of control panel:	This system does not have alterable site-specific software Software last updated on:  site. Location:  Control panel amps:  This system does not have a generator
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power  Input voltage of control panel:  4.1.2 Engine-Driven Generator  Location of generator:	☐ This system does not have alterable site-specific software  Software last updated on:  site. Location:  Control panel amps:  ☐ This system does not have a generator  Type of fuel:
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power Input voltage of control panel:  4.1.2 Engine-Driven Generator Location of generator: Location of fuel storage:  4.1.3 Uninterruptible Power System	☐ This system does not have alterable site-specific software  Software last updated on:  site. Location:  Control panel amps:  ☐ This system does not have a generator
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  ☐ A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power  Input voltage of control panel:  4.1.2 Engine-Driven Generator  Location of generator:  Location of fuel storage:  4.1.3 Uninterruptible Power System  Equipment powered by a UPS system:  ———————————————————————————————————	☐ This system does not have alterable site-specific software  Software last updated on:  site. Location:  Control panel amps:  ☐ This system does not have a generator  Type of fuel:  ☐ This system does not have a UPS
record drawings are stored on site. Location:  3.4 System Software  Software revision number:  ☐ A copy of the site-specific software is stored on s  SYSTEM POWER  4.1 Control Unit  4.1.1 Primary Power  Input voltage of control panel:  4.1.2 Engine-Driven Generator  Location of generator:  Location of fuel storage:  4.1.3 Uninterruptible Power System  Equipment powered by a UPS system:  ———————————————————————————————————	This system does not have alterable site-specific software Software last updated on:  Site. Location:  Control panel amps:  This system does not have a generator  Type of fuel:  This system does not have a UPS

SYSTEM POWER (continued)			
4.1.4 Batteries			
Location:	Type:	Nominal voltage:	Amp/hour rating:
Calculated capacity of batteries to driv	ve the system:		
In standby mode (hours):		In alarm mode (minutes	8):
☐ Batteries are marked with date of n	nanufacture.		
4.2 In-Building Fire Emergency Vo	ice Alarm Comm	unication System or Mass	Notification System
This system does not have an EVAC	CS or MNS.		
4.2.1 Primary Power			
Input voltage of EVACS or MNS panel	!:	EVACS or MNS pa	anel amps:
4.2.2 Engine-Driven Generator		☐ This	s system does not have a generator
Location of generator:	***************************************	* LAA H	
Location of fuel storage:		Type of fuel:	
4.2.3 Uninterruptible Power Syste	em	a	This system does not have a UPS
Equipment powered by a UPS system:			
Location of UPS system:			
Calculated capacity of UPS batteries t			
In standby mode (hours):		In alarm mode (minutes	s):
4.2.4 Batteries			
Location:	Туре:	Nominal voltage:	Amp/hour rating:
Calculated capacity of batteries to driv	ve the system:		
In standby mode (hours):		In alarm mode (minute	s);
☐ Batteries are marked with date of n	nanufacture.		
4.3 Notification Appliance Power	Extender Panels	☐ This system do	es not have power extender panels
4.3.1 Primary Power			
Input voltage of power extender panel	(s);	Power extender pa	anel amps:
4.3.2 Engine-Driven Generator		☐ This	s system does not have a generator
Location of generator:			<b>1 4 4 1</b>
Location of fuel storage:		Type of fuel:	
4.3.3 Uninterruptible Power Syste	em	9	This system does not have a UPS
Equipment powered by a UPS system:			
Location of UPS system:			
Calculated capacity of UPS batteries t			
In standby mode (hours):		In alarm made (minute	s):



Location:	Type		Naminal valtage	Amp/hour rating:
Calculated capacity of batteries			ivommai voitage.	Amp/nour rating.
In standby mode (hours):			In alarm mode (minutes):	
Batteries are marked with di				
ANNUNCIATORS			This s	ystem does not have annunciator
5.1 Location and Description	on of Annuncla	ntors		
Annunciator 1:			A CONTRACTOR OF THE CONTRACTOR	
Annunciator 2:				
Annunciator 3:	MPLANTINIA "1914 "METHOLOGICA SERVICIA A RATIO"/TIMA ETOTO (PET DETECTO A RELATI			
NOTIFICATIONS MADE PRI	OR TO TESTIN	iG		
Monitoring organization				Time:
Building management			Wild	
Building occupants				
Authority having jurisdiction				
Action by having juristicition	Contact.			THIC.
Other, if required  TESTING RESULTS  7.1 Control Unit and Relate	Contact:			
Other, if required TESTING RESULTS 7.1 Control Unit and Related	Contact: d Equipment Visual	Functional		Tíme:
Other, if required  TESTING RESULTS  7.1 Control Unit and Related  Description	Contact:  d Equipment  Visual Inspection	Functional Test		
Other, if required  TESTING RESULTS  7.1 Control Unit and Related  Description  Control unit	Contact:  d Equipment  Visual Inspection	Functional Test	C	Tíme:
Other, if required  TESTING RESULTS  7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs	Contact:  d Equipment  Visual Inspection	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Relate  Description  Control unit  Lamps/LEDs/LCDs  Fuses	Contact:  d Equipment  Visual Inspection	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals	Contact:  d Equipment  Visual Inspection	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches	Contact:  d Equipment  Visual Inspection  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Relate  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring	Contact:  d Equipment  Visual Inspection  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring  Supervision	Contact:  d Equipment  Visual Inspection  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Relate  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring	Contact:  d Equipment  Visual Inspection  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring  Supervision	Contact:  d Equipment  Visual Inspection  □  □  □  □  □  □  □  □  □  □  □  □  □	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Relate  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring  Supervision  Local annunciator	Contact:  d Equipment  Visual Inspection	Functional Test	C	Time:
Other, if required  TESTING RESULTS 7.1 Control Unit and Related  Description  Control unit  Lamps/LEDs/LCDs  Fuses  Trouble signals  Disconnect switches  Ground-fault monitoring  Supervision  Local annunciator  Remote annunciators	Contact:  d Equipment  Visual Inspection  □  □  □  □  □  □  □  □  □  □  □  □  □	Functional Test	C	Time:

# 7.2 Control Unit Power Supplies

Description	Visual Inspection	Functional Test	Comments
120-volt power	9	ū	
Generator or UPS	2	a	
Battery condition		9	
Load voltage	a	a	
Discharge test	a	<b>a</b>	
Charger test	a	a	
Other (specify)	0	٥	

# 7.3 In-Building Fire Emergency Voice Alarm Communications Equipment

Description	Visual Inspection	Functional Test	Comments
Control unit	Э	<b>a</b>	
Lamps/LEDs/LCDs	U	3	
Fuses	g	۵	10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Primary power supply	9	a	
Secondary power supply		<b>_</b>	
Trouble signals	o o	c	
Disconnect switches	9		
Ground-fault monitoring	0	3	
Panel supervision	э	3	
System performance	9	<u> </u>	
Sound pressure levels	9	G	
Occupied Tyes TNo	Normal Art of Artist		
AmbientdBA	n-ANNONESA-CO		
AlarmdBA	district the second		
(attach report with locations, values, and weather conditions)	-		Terrer in the second se
System intelligibility	0	ū	
CSI CSTI			
(attach report with locations, values, and weather conditions)		the control of the co	
Other (specify)	9	a	

© 2009 National Fire Protection Association

NFPA 72 (p. 5 of 11)



# 7.4 Notification Appliance Power Extender Panels

Description	Visual Inspection	Functional Test	Comments
Lamps/LEDs/LCDs	9	a	
Fuses	9	9	
Primary power supply	a	9	
Secondary power supply	3	٦	
Trouble signals	3	C	
Ground-fault monitoring	2	a	
Panel supervision	<b>a</b>	- c	
Other (specify)	0	J	

# 7.5 Mass Notification Equipment

Description	Visual Inspection	Functional Test	Comments
Functional test	٦	a	
Reset/power down test	٦	<b>a</b>	
Fuses	5	ū	
Primary power supply	2	9	
UPS power test	ā	a	
Trouble signals	o	9	
Disconnect switches	a	3	
Ground-fault monitoring	а	o o	
CCU security mechanism	o o	3	
Prerecorded message content			
Prerecorded message activation		9	
Software backup performed	a	ù	
Test backup software	9	<b>a</b>	
Fire alarm to MNS interface	o	9	
MNS to fire alarm interface	L L	a	
In-building MNS to wide-area MNS		9	

© 2009 National Fire Protection Association

NFPA 72 (p. 6 of 11)

FIGURE 14.6.2.4 Continued

# 7.5 Mass Notification Equipment (continued)

Description	Visual Inspection	Functional Test	Comments
MNS to direct recipient MNS	a	9	
Sound pressure levels Occupied Tyes Tho Ambient dBA Alarm dBA (attach report with locations,		3	
values, and weather conditions)  System intelligibility  CSI DSTI (attach report with locations, values, and weather conditions)		3	
Other (specify)	i i	3	

# 7.6 Two-Way Communications Equipment

Description	Visual Inspection	Functional Test	Comments
Phone handsets	9	ū	
Phone jacks	ü	9	
Off-hook indicator	u	1	
Call-in signal	ā	a	
System performance	Q	5	
System audibility	· ·	3	
System intelligibility	a		
Radio communications enhancement system		Ü	
Area of refuge communication system	J		
Elevator emergency communications system		Q	
Other (specify)	9	ū	

© 2009 National Fire Protection Association

NEPA 72 (p. 7 of 11)



# 7.7 Combination Systems

Description	Visual Inspection	Functional Test	Comments
Fire extinguishing monitoring devices/system	u	Û	
Carbon monoxide detector/system	٦	9	
Combination fire/ security system	ū	Э	
Other (specify)	٩	ú	

# 7.8 Special Hazard Systems

Description (specify)	Visual Inspection	Functional Test	Comments
	ū	ū	
TO THE TOTAL AND A SECURE AND	3	Ü	
and the state of t	<b>a</b>	9	

# 7.9 Emergency Communications System

- ☐ Visual
- ☐ Functional
- ☐ Simulated operation
- Ensure predischarge notification appliances of special hazard systems are not overridden by the MNS. See NFPA 72, 24.4.1.7.1.

### 7.10 Monitored Systems

Description (specify)	Visual Inspection	Functional Test	Comments
Engine-driven generator	a	ū	
Fire pump	U	u	
Special suppression systems	ū		
Other (specify)	9	9	

© 2009 National Fire Protection Association

NFPA 72 (p. 8 of 11)

### 7.11 Auxiliary Functions

Description	Visual Inspection	Functional Test	Comments
Door-releasing devices	9	J	
Fan shutdown	ū	2	
Smoke management/ Smoke control	<u> </u>		
Smoke damper operation	2	ū	
Smoke shutter release	o o	J	
Door unlocking	a	a	
Elevator recall	ü	3	
Elevator shunt trip	j.	2	
MNS override of FA signals	2		
Other (specify)		د	

# 7.12 Alarm Initiating Device

Device test results sheet attached listing all devices tested and the results of the testing

### 7.13 Supervisory Alarm Initiating Device

Device test results sheet attached listing all devices tested and the results of the testing

### 7.14 Alarm Notification Appliances

 $\Box$  Appliance test results sheet attached listing all appliances tested and the results of the testing

#### 7.15 Supervisory Station Monitoring

Description	Yes	No	Time	Comments
Alarm signal	0	9		
Alarm restoration		a	A CONTRACTOR OF THE PROPERTY O	
Trouble signal	9	5	and the second s	
Trouble restoration	a	9		
Supervisory signal	a	٥		
Supervisory restoration	2	Ţ.	***************************************	

© 2009 National Fire Protection Association

NFPA 72 (p. 9 of 11)



Monitoring organization	Contact:	Time:
Building management	Contact:	
Building occupants	Contact:	
Authority having jurisdiction	Contact:	
Other, if required	Contact:	
SYSTEM RESTORED TO NO	RMAL OPERATION	
Date:	Time:	
CERTIFICATION		
10.1 Inspector Certification:		
This system, as specified herein.	, has been inspected and tested according to	all NFPA standards cited herein.
Signed:	Printed name:	Date:
Organization:	Title:	Phone:
	ontract for this system in effect as of the dat	
The undersigned has a service c	•	
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service c	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service consigned:  Organization:	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service consigned:  Organization:	ontract for this system in effect as of the dat  Printed name:	Date:
The undersigned has a service consigned:  Organization:	ontract for this system in effect as of the dat  Printed name:	Date:

# **DEVICE TEST RESULTS**

(Attach additional sheets if required)

Device Type	Address	Location	Test Results
			Seminopore and the seminopore an
	The same of the sa		
	And the second s		
		The state of the s	
AAAHII AAA		TO THE PROPERTY OF THE WORLD CONTROL C	And the Control of th
definition (4) (4) (4) (4) (4) (4) (4) (4) (4) (4)			
**************************************			
	and the same of th		
		. W TO THE MET OF THE CONTROL OF THE	e de des des des de la Mentre es de del des sons construirs au par que la compansa del mas es mans par que
		West of the first and the contract of the state of the st	e merener fig. de en-renerer i i i en renerer-meren menganya, yera yepip, som spenior it ender dypolished Medicandel Medicandel Andrews
		AND THE RESIDENCE OF THE PROPERTY OF THE PROPE	
			# # "# richtons was van mouse and mission who and a common with delice to be a common with the common was a common with the common was a common was
		ментиру жана ауматтан танатап жанатарыштынуулганынын мерандынун арынуулган жан аттат тат тат тат тат арынуулганын ме	
and the same of th			EO CORRES FERRANCIO MENERO POR MENERO MENERO PROSENZA PROSENZA POR LA MANDA PROSENZA POR LA MANDA PROSENZA POR LA MANDA PO
		June 14 Mary 1	
TOTOMOCONICO TOTOMOCO PROGRAMMANIA IN A 150 AN INCH. MALLAL ES SALLA ANTIGOTA A ANTIGO PARA			
		and the state of t	
	Sideringsidelinear		
	A. Per and a second sec		
CONTROL CONTRO	A THE STATE OF THE	The state of the s	200 Sept. 100 Se
## WAY ## AV			
etarrapin insulfatore effect de rotania peter la terran i successi di			Commission of Commission Commissi
***************************************	- L		Autorization of the mission of the state of

