

F15BGuide FIRE ALARM SYS

FREQUENCY: Monthly

Special Instructions:

1. The work required by this procedure may cause the activation of the building fire alarm system and/or supervisory signal to the control center. The Field Office Manager and the control center that will receive the signal must be notified prior to start of work.
2. Deficiencies must be recorded.
3. When work requires the actuation of building evacuation systems, the work must be performed after hours and must be coordinated through the Field Office Manager to prevent the unnecessary evacuation of the building's occupants.

Checkpoints:

1. Inspect the cabinet for damage (exterior and interior) including locks, door hinges, and plastic covers.
2. Check all lamps/LEDs (including remote annunciators).
3. Check all fuses.
4. Check power supply output voltage in normal and under load conditions.
5. Check standby battery voltage under load for a minimum of 5 minutes (if applicable).
6. Check battery charge current (be sure it is within manufacturer's limits).
7. Check standby batteries (if located in the panel) for signs of overcharging, heat, and leakage.
8. Check each transmitter for proper code wheel alignment, loose or burned contacts or terminals.
9. Check the operation of each transmitter in all modes of operation by actuation of devices or contacts within the related fire alarm panel.
10. Clean interior of transmitter cabinet.
11. Leave transmitter panel in normal operating condition with door locked. Inform involved personnel that testing is complete.