



Stafford County Fire and Rescue Department Office of the Fire Marshal

1225 Courthouse Road, PO BOX 339, Stafford, VA 22555
(540) 658-8648 · FAX (540) 658-9128 · www.staffordfireandrescue.com/fm



Acceptance Testing/Inspection Checklist for:

Fire Alarm System Device Rough-In Inspection (864)

Applicable Codes and Standards:

- VCC – Virginia Construction Code (2018)
- VSFPC – Virginia Statewide Fire Prevention Code (2018)
- NFPA 72 – NFPA Standard for the Installation of Fire Alarm Systems (2016)
- NEC – National Electric Code (2017)

Inspection Basics:

Yes	No	Item	Code Section
		Building address posted and visible from the street?	VCC 110.5
		Applicable construction permit posted?	VCC 110.5
		Approved plans on site?	VCC 109.5

If any of these are "No", the inspection may be failed immediately

Key Information:

Yes	No	Item	Code Section
		If testing devices, prior to initiating any alarm signal contact the alarm company, building occupants and Stafford County ECC and place the system out of service for testing.	VSFPC 901.7
		Is the NFPA 72 Record of Completion being filled out? This form must be completed and the system pre-tested prior to final inspection.	VCC 907.7.2
		Are all devices the same devices listed on the plans, installed and secured in a neat, workmanlike manner wired in accordance with the NEC? Wiring is to be run in conduit, raceways, or fastened along to structural members with straps, staples, cable ties, hangers or similar fittings (not unsecured/sloppy). Where less than 7ft from the floor wiring shall be fastened at intervals of about 18 inches and in rigid conduit where passing through a floor or wall. Wiring shall not be supported by ceiling grids or other system conduit, piping, etc. Any wiring terminations/splices are to be in proper, secured enclosures/boxes.	NFPA 72,12.2.4 NEC 760.130(B) NEC 760.24 NEC 300.11
		Are all devices spaced appropriately for any new walls or rooms? All public and common areas must have visual notification including hallways, conference rooms, bathrooms, etc.	VCC 907.5.2.3
		Are visual notification devices unobstructed from view? Are wall mounted devices typically 80"-96" from the floor and ceiling devices no more than 30 feet above the floor?	NFPA 72, 18.5.4
		Are manual pull stations located between 42" and 48" from the floor, within 5 feet of an exit and unobstructed from access?	VCC 907.4.2
		Ensure that ceiling mounted heat/smoke detection devices are NOT located within 4" of a wall and wall mounted devices ARE located between 4"-12" of the ceiling in most cases.	NFPA 72, 17.6.3
		Do ALL notification device locations appear to be sufficient to meet the audible characteristics of the building and NFPA 72 when doors are closed? (Note if a decibel meter will be required for final testing).	NFPA 72, 18.4.3 VCC 907.5.2.1.1
		Ensure that a Knox Box will be provided at the front entrance or other appropriate location. At final inspection the box should include labeled keys for the building including: Building Master Key, Fire Alarm Key, Firefighter Operation Key for Elevators, etc.	VSFPC 506.1
		Ensure a floor plan will be provided at annunciators for final inspection.	NFPA 72, 10.16.3
		Is the system on a dedicated power circuit that is clearly labeled in red letters as "Fire Alarm System" at the main electrical panel?	NFPA 72, 10.5.5.2