



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.staffordfirerescue.com/fm



Acceptance Testing/Inspection Checklist for:

Duct Smoke Detector Test (865)

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)
- VMC – Virginia Mechanical Code (2018)

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 the building is provided with a fire alarm system, the duct smoke detectors must be tied into that alarm system (and clearly illustrate the type and location of signal).	VUSBC 907.3.1
		If the duct smoke detectors are tied into the fire alarm system, has the fire alarm system monitoring company and Stafford County ECC been notified?	VSFPC 901.7
		Is the duct smoke detector accessible and any concealed access labeled appropriately (including air handling unit number)? Does the sampling tube appear oriented correctly to the air flow path?	VUSBC 907.3.1
		Upon activation of the detector, did the associated air handling unit shut down?	VMC 606.4
		Did activation of the detector provide a visible and audible SUPERVISORY alarm signal that clearly illustrated the type and location at the fire alarm panel?	VCC 907.3.1
		If no fire alarm is present, is the remote annunciator for the duct smoke detector located in an occupied or common area near the associated detector/equipment and clearly labeled?	VCC 907.3.1(2)
		Disconnect power to the detector. Did a trouble signal activate at the appropriate location?	VCC 907.3.1
		Does the detector appear to be installed per the approved mechanical OR fire alarm plans per NFPA 72?	VMC 606.3