



Stafford County Fire and Rescue Department Office of the Fire Marshal

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Acceptance Testing/Inspection Checklist for: **Fire or Smoke Damper Test (866)**

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 |
|-----|----|---|-----------------------|
| | | Is the fire or smoke damper accessible for inspection and maintenance? Is any concealed access clearly labeled? Ensure that access panels in the duct work provided adequate access and are properly sealed. | VMC 607.4 |
| | | Is the fire or smoke rated penetration clearly labeled as to its rating and type? (For penetrations of assemblies less than 3 hours, 1.5 hour damper must be provided. For penetrations of assemblies equal to or greater than 3 hours, a 3 hour damper is typically required). | VCC 716.3 |
| | | For fire dampers, are listed fusible links provided and securely attached? | VMC 607.3.1 |
| | | For fire/smoke dampers or smoke dampers, are they connected to the fire alarm system for activation? | VMC 607.3.2.1 & 606.3 |
| | | If the dampers are connected to the fire alarm system, has the monitoring company and Stafford County ECC been notified of testing? | VSFPC 901.7 |
| | | For fire dampers, have a fusible link cut or removed for testing. Did the damper immediately close completely without intervention? | VMC 607.3.1 |
| | | For fire/smoke or smoke dampers, did the correct sequence of operations activate the damper and did it close completely/appropriately. | VMC 607.3.3 |
| | | For fire/smoke or smoke dampers, verify a power or device disconnection. Did the alarm system illustrate a signal and clearly indicate the type and location of the signal? | VMC 606.3 |
| | | Is the damper installed per the approved plan, VMC and NFPA 72? | VMC 607.3 |