

Introduction

Fire detection and alarm systems are designed to detect fires and fire conditions, and to initiate audible and/or visual signals that warn building occupants and supervisory personnel of fire and other unsafe conditions. Cintas Fire Protection uses the National Fire Protection Association (NFPA) Standard 72 – *National Fire Alarm Code*® as the guideline for establishing its Scope of Service for installing, inspecting, and maintaining fire detection and alarm systems.

This document provides an overview of the services Cintas provides while maintaining fire alarm systems. Refer to NFPA 72 and its referenced documents for more detailed information.

Limitations of Service / Customer Responsibility

- Deficiencies or other impairments noted during inspection or testing of fire detection and alarm systems pose an immediate and serious safety concern. The system owner is responsible for assuring that any deficiencies noted during inspections or maintenance are corrected immediately.
- In performing maintenance inspections, all conditions noted by Cintas Fire Protection are limited to only those that could be readily observed at the time of inspection, and that inspection is limited to the functional operation of the detection or alarm system.
- Cintas makes no warranties or representations regarding the condition or status of other equipment, including but not limited to, electrical equipment, interlocks, HVAC equipment, or elevator equipment.

Inspection Requirements

The facility owner is required to have the detection and alarm system components visually inspected annually, semi-annually, quarterly, or monthly, in accordance with Table 10.3.1 of NFPA 72. More frequent inspections may be required by the local authority having jurisdiction.

These inspections are intended to provide reasonable assurance that the system is ready for use and operable, and that no changes have been made that could impair performance.

Testing Requirements

The facility owner is required to have the detection and alarm system components tested annually, semi-annually, quarterly, or monthly, in accordance with Table 10.4.3 of NFPA 72. More frequent testing may be required by the local authority having jurisdiction.

Cintas recommends that the customer test the detection and alarm system at least semi-annually (every six months).

Testing Procedures

Testing procedures vary depending on the manufacturer's requirements, but generally include the following:

- Check to see if system is in service
- Visually inspect the premises to ensure there have been not changes that could affect equipment performance
- Check the control panel function for alarm and trouble conditions
- Check batteries for charge and corrosion or leakage
- Check ground fault circuitry
- Test all manual stations for operation
- Test all detectors (smoke, heat, duct, radiant energy, air sampling, etc.) for operation
- Test all flow switches
- Test all tamper switches
- Test all audio/visual devices for operation
- Test all notification devices for proper sound and visual levels
- Test elevator recall
- Test all auxiliary functions (where possible)
- Test central station or fire department monitoring connections
- Check sensitivity of smoke detectors per NFPA 72 requirements
- Notify system owner of any impairments to the system

Recordkeeping Requirements

Records of maintenance, inspections and testing shall be retained by the system owner until the next test and for one year thereafter. The records shall be on a medium that will survive the retention period. Paper or electronic media shall be permitted.