SYSTEM PRE-INSPECTION CHECKLIST
The City of Oklahoma City Fire Department

Prior to the inspector's arrival for a final inspection, the following conditions shall be met:

All required paperwork, including the permit and the approved documents, shall be available on-site.

Any tools or devices necessary to appropriately activate or test the system shall be available on-site.

Sufficient personnel and equipment shall be available to perform the necessary tests. (Typically someone to test the devices/systems and someone to reset the devices/system) If radios are required, they shall be provided by the requesting contractor.

All appropriate personnel and occupants of the building shall be notified as to when the system will be tested. (Consider posting signs if necessary)

All devices shall be pre-tested prior to inspector's arrival for final inspection. This includes all strobes, horns, annunciators, etc.

The fire alarm panel is connected to two (2) active and accepted forms of communication and the detection system is active and on-line with the monitoring company under contract.

The permit holder is responsible for the proper installation and operation of the alarm/sprinkler system for the area and scope of work permitted.

The Knox Box shall be installed and all access keys provided at the time of inspection.

The acceptance of the detection system or sprinkler system is based on field verification. It is the responsibility of the permit holder to insure that all requirements of the permit, applicable codes, and applicable standards have been met. Failure to meet these requirements will result in system rejection, and a re-inspection fee will be assessed.