

College Operating Procedures (COP)



Procedure Title: Annual Fire Alarm Inspection and Reporting Process
Procedure Number: 08-0824
Originating Department: Public Safety

Specific Authority:

Board Policy 6Hx6:1.01; 6Hx6:1.02; 6Hx6:7.03
Florida Statute 1001.64; 1001.65; 1013.12
Florida Administrative Code National Fire Protection Association (NFPA) 72

Procedure Actions: Adopted: 01/01/04; 07/01/09

Purpose Statement: To ensure the Florida SouthWestern State College fire alarm systems are tested and inspected annually to maintain their proper performance.

Guidelines:

To ensure the Florida SouthWestern State College fire alarm systems are tested and inspected annually to maintain their proper performance.

Procedures:

- I. The Department of Public Safety and Plant Operations Supervisor shall establish a procedure for the annual testing and inspection of all campus fire alarm systems by a certified fire alarm inspector. Currently, Florida SouthWestern State College contracts with Simplex-Grinnell and Siemens for the annual inspection, testing, maintenance and trouble calls.
- II. An annual fire alarm safety inspection shall be conducted in accordance with industry standards and contractual provisions. An alarm inspection report shall be delivered to the Director of Public Safety and Facilities Planning and Management listing all test results, deficiencies found and corrections. A copy of the report shall be kept on file in the District Wide Compliance Binder, located in the Public Safety Office. Copies are available to contractors, certified fire and building inspectors and the general public upon request.