



Life Safety Test Checklist

Planning, Property & Development Department
Unit 31 – 30 Fort Street • Winnipeg • Manitoba R3C 4X7

ELECTRICAL

Fire Alarm System

- Audibility
- Annunciator panel zones
- Pull station locations
- Smoke detectors
- Heat detectors
- Central alarm reporting
 - Voice communication:
 - Zones
 - Intelligibility
 - Signal silence (timed inhibitor)
 - Emergency telephones

Sprinkler System

- Smoke exhaust
- Stairwell pressurization
- Vestibule pressurization
- Flow switches
- Sprinkler supervision
- Standpipe supervision
- Fire pump supervision

Electromagnetic Locks

- Release on fire alarm activation
- Location of manual release switch
- Release on activation of manual release switch with no re-locking
- Emergency generator tests
- Exit and emergency lighting
- Elevator recall (manual, automatic, alternate floor)
- Fire protection of electrical conductors (elevator, fans etc.)

MECHANICAL

Pressurization

- vestibule
- stair
- corridor
- elevator shaft
- other
- smoke exhaust system operation
- smoke damper operation
- tamper switches on standpipe systems valves
- tamper switches on sprinkler systems valves
- fire pump test
- water flow test for sprinkler zones
- fresh air louver operation in emergency generator room

BUILDING

- Exterior stair shaft door hardware release
- Magnetic door hold open device(s) release on alarm activation
- Magnetic door locking device(s) release on alarm activation
- Maximum 15 second delay for hardware release
- Fire separations
- Rated closures
- Shutter doors
- Areas of refuge
- Panic hardware
- Guards and handrails
- Exiting
- Raised numbers in stairwells
- Street number posted on building
- Exit lighting location
- Barrier free access to balconies

FIRE

- At central alarm control facility or annunciator panel
 - Pressurization fans operation
 - Emergency phone clarity and at floor locations
 - Key and box provided for fire fighters
- Fire department connection
 - Location (multiple?)
 - Design and orientation
 - Identification
- Extinguishers
- Standpipe and hose
- Emergency access keys provided for fire fighters
- Emergency generator – fuel supply
- Stairway door opening pressure – maximum 20 lbs pressure
- Fire lane access route with signage
- Report on firefighting water supply (if private hydrant)
- Fire fighters elevator
 - Designation
 - Pressurization
 - Key and box

Certifications

- Electrical Certification
- Mechanical Certification (Fire protection)
- Mechanical Certification (HVAC)
- Structural Certification
- Architectural Certification

Verifications/Reports

- Fire damper test report
- Air balance report
- Fire protection piping test report
- Fire pump test report April 2010
- Fire alarm verification
- Central reporting connection – Schedule A
- Emergency generator report
- Shop drawings
- Standpipe flow test