Company Name	
Company Address	

ANNUAL FIRE ALARM SYSTEM TEST AND INSPECTION RECORD

20.1 Fire Alarm System Annual Test and Inspection Report

Inspection Date (DD/MM/YYYY):		
Report Revision Date. (DD/ MM/YYYY):		
Building Name:		
Address: City, Province, Postal Code:		
Building Owner or representative's name:		
System manufacturer: Model number:		
Systems Provides: □ Single Stage Operation □ Two Stage Operation □ Other (describe special operation): _____		
The *fire alarm system* is connected to a fire *signal receiving centre*. Name, if applicable: _____	Yes □	No □
This Report comprises of_____pages		

The entire *fire alarm system* has been inspected and tested in accordance with CAN/ULC-S536:2019, Inspection and Testing of Fire Alarm Systems.	Yes □	No □
The *fire alarm system* is fully functional.	Yes □	No □
During the Annual Inspection and Test were any Deficiencies Identified? SeePage 2, if applicable.	Yes □	No □
As of the following Date (M/D/Y) all identified Deficiencies have been corrected:		
During the Annual Inspection and Test were any *Recommendations* Identified?See Page 3, if applicable	Yes □	No □
The following person is responsible for ensuring that the information contained in this Test andInspection Report is correct and complete:		
Printed Name:		
Certificate/ID Number (short formed)		
Signature (This certifies that the information contained in this Fire Alarm System Annual Test and Inspection Report is correct and complete)		
Company Conducting Test:		
Company Phone Number:		
Was there a secondary person who conducted the Test and Inspection?	Yes □	No □
Printed Name:		
Certificate/ID Number:		
Signature (This certifies that the information contained in this Fire Alarm System Annual Test and Inspection Report is correct and complete)		
Company Conducting Test:		
Company Phone Number:		

20.2 Deficiencies

NOTE: System and device installation locations may differ from those described in CAN/ULC-S524 if a performance based design and alternate solution documents were submitted and approved by the authority having jurisdiction for the system under test.

The Inspection and Testing of any corrections/repairs of deficiencies noted on this form has been completed by qualified personnel in the column marked "Technician Name & Certificate No." – page 2								
Item #	**Device type**	**Device location**	**Deficiency**	**CAN/ULC-S536 Standard reference clause**	**Date corrected (M/D/Y)**	**Work order or reference No.**	**Company which corrected deficiency**	**Technician name & certificate no.**

I understand that all Deficiencies noted in the table above have been corrected:
Building Owner / Owner's Representative Name: _____
Building Owner / Owner's Representative Signature: _____
Date of Signature:_____

NOTE: Only the above table needs to be updated on correction of deficiencies. The entire report does not have to be reissued.

20.3 Recommendations

Recommendations – page 3

20.4 Technician Attendance Log

NOTE: See 7.4.

Date (MM/DD/YY)	Time in / Time out	Notes (for the day)	Primary technician printed name	Primary technician certification no.

21 Documentation

NOTE: See Section 7, Documentation.

21.1 Documentation for the *fire alarm system* is available or accessible on site and includes the following description of the *fire alarm system*:

A	Instructions for resetting the system and silencing *alarm signals*.	Yes □	No □	
B	Instructions for silencing the *trouble signal* and action to be taken when the *trouble signal* sounds.	Yes □	No □	
C	Description of the function of each operating control and indicator on the fire alarm unit.	Yes □	No □	
D	Description of the area or fire *zone* protected by each alarm detection circuit (this may be in the form of a list or plan drawing).	Yes □	No □	
E	Description of *alarm signal* operation.	Yes □	No □	
F	Description of ancillary equipment controlled by the *fire alarm system*.	Yes □	No □	
G	In systems that provide logical control of a *smoke control system*, documentation is on site and includes a sequence of operation of the *smoke control system.*	Yes □	No □	N/A □
H	*Building* diagrams are on site that clearly indicate the type and location of all smoke-control equipment (fans, dampers, etc.).	Yes □	No □	N/A □
I	Description of *fire alarm system*: i) Sequence of operation (See Annex D.)	Yes □	No □	
	ii) Operating instructions (See Annex D.)	Yes □	No □	
	iii) Description of each type of *field device*	Yes □	No □	
	iv) Details of input to programmed output functions for programmed systems	Yes □	No □	
	v) Connection to a fire *signal receiving centre*, if required by applicable codes and regulations	Yes □	No □	
	vi) Previous verification report(s) and all documentation related to any modification showing approval of such modifications by the AHJ, if applicable	Yes □	No □	N/A □
	vii) The as-built drawings of the building fire alarm system (See Annex D.)	Yes □	No □	
	viii) Copy of the site specific *software* (if applicable)	Yes □	No □	N/A □
J	Indicate location(s)and media type(s) of documentation: _____ _____ _____			

22.1 Control Unit or Transponder Inspection

YES □ = Operated correctly	NO □ = Did not operate correctly (Refer to Deficiencies, 20.2)	N/A □ = Not applicable Function or feature not provided on this fire alarm system

22.1 Control Unit or Transponder Inspection

NOTE 1: See Clause 8.2 in ULC-S536.

NOTE 2: Complete section for each *control unit* or *transponder*.

Control unit or *transponder* location:				
Control unit or *transponder* identification:				
A	*Input circuit* designations correctly identified in relation to connected *field devices*.	Yes □	No □	N/A □
B	*Output circuit* designations correctly identified in relation to connected *field devices*.	Yes □	No □	N/A □
C	Correct designations for common control functions and indicators.	Yes □	No □	N/A □
D	Plug-in components and modules securely in place.	Yes □	No □	N/A □
E	Plug-in cables securely in place.	Yes □	No □	N/A □
F	(i) Record the date, revision and version of *firmware*	Date: Rev:___ Ver: ___		
	(ii) Record the date, revision and version of *software program*.	Date: Rev:___ Ver: ___		
G	Clean and free of dust and dirt.	Yes □	No □	N/A □
H	Fuses in accordance with manufacturer's *specification*.	Yes □	No □	N/A □
I	*Control unit* or *transponder* lock functional.	Yes □	No □	N/A □
J	Termination points from wiring to *field devices* secure.	Yes □	No □	N/A □

22.2 Control Unit or Transponder Test

See 8.3 in ULC-S536.

Complete section for each *control unit* or *transponder*.

Control unit or *transponder* location:				
Control unit or *transponder* identification:				
A	Power 'ON' visual indicator operates.	Yes □	No □	
B	Time and date indication corresponds with local time and date.	Yes □	No □	N/A □
C	Common visual *trouble signal* operates.	Yes □	No □	
D	Common audible *trouble signal* operates.	Yes □	No □	
E	*Trouble signal* silence switch operates.	Yes □	No □	
F	*Main power supply* failure *trouble signal* operates.	Yes □	No □	N/A □
G	*Trouble signal* operates during positive and negative *ground* fault tests	Yes □	No □	N/A □
H	*Alert signal* operates.	Yes □	No □	N/A □
I	*Alarm signal* operates.	Yes □	No □	N/A □
J	Automatic transfer from *alert signal* to *alarm signal* operates.	Yes □	No □	N/A □
	Time: _____	Yes □	No □	N/A □
K	Manual transfer from *alert signal* to *alarm signal* operates.	Yes □	No □	N/A □
L	Automatic transfer from *alert signal* to *alarm signal* cancel (acknowledge) feature operates on a two-stage system.	Yes □	No □	N/A □
M	*Alarm signal* silence inhibit function operates.	Yes □	No □	N/A □
N	*Alarm signal* manual silence operates.	Yes □	No □	N/A □
O	*Alarm signal* silence visual indication operates.	Yes □	No □	N/A □
P	*Alarm signals* when silenced, automatically reinitiate only upon *subsequent alarm* from another NBC required fire alarm *zone*.	Yes □	No □	N/A □
Q	Duration of *alarm signal* prior to automatic silence.	Time	No □	N/A □
R	Audible and visual *alert signals* and *alarm signals* programmed and operate per *design* and *specification*; or documentation as provided in Section 21.	Time: _____		N/A □
S	*Input circuit*, alarm and supervisory operation, including audible and visual indication operates.	Yes □	No □	
T	*Input circuit* supervision fault causes a trouble indication.	Yes □	No □	N/A □
U	*Output circuit* alarm indicators operate.	Yes □	No □	N/A □
V	*Output circuit* supervision fault causes a trouble indication.	Yes □	No □	N/A □
W	Visual indicator test (lamp test) operates.	Yes □	No □	N/A □
X	Coded signal sequences operate not less than the required number of times and the correct *alarm signal* operates thereafter.	Yes □	No □	N/A □
Y	Coded signal sequences are not interrupted by *subsequent alarms*.	Yes □	No □	N/A □
Z	Ancillary device by-pass results in a *trouble signal*.	Yes □	No □	N/A □
AA	*Input circuit* to *output circuit* operation, including ancillary device *circuits*, for correct program operation, as per *design* and *specification*, or documentation as detailed in D, Description of Fire Alarm System for Inspection and Test Procedures.	Yes □	No □	N/A □
BB	System Reset operates.	Yes □	No □	
CC	*Main power supply* to *emergency power supply* transfer operates.	Yes □	No □	N/A □
DD	*Smoke detector* alarm verification (status change confirmation) verified. [Refer to14.4.3, Smoke Detector Alarm Verification (Status Change Confirmation)].	Yes □	No □	N/A □

22.3 Voice Communication Test

NOTE: See Subsection 8.5 in ULC-S536.

There are no *Voice Communication* Capabilities on this system. □				
A	Power 'ON' indicator operates.	Yes □	No □	N/A □
B	Common visual *trouble signal* operates.	Yes □	No □	N/A □
C	Common audible *trouble signal* operates.	Yes □	No □	N/A □
D	*Trouble signal* silence switch operates.	Yes □	No □	N/A □
E	All-call *voice paging*, including visual indicator, operates.	Yes □	No □	N/A □
F	*Output circuits* for selective *voice paging*, including visual indication, operates.	Yes □	No □	N/A □
G	*Output circuits* for selective *voice paging* trouble operation, including visual indication, operates.	Yes □	No □	N/A □
H	Microphone, including press to talk switch, operates.	Yes □	No □	N/A □
I	Operation of *voice paging* does not interfere with initial inhibit time of *alert signal* or *alarm signal*.	Yes □	No □	N/A □
J	All-call *voice paging* operates (on *emergency power supply*).	Yes □	No □	N/A □
K	Where systems use back-up amplifiers, the automatic transfer feature operates.	Yes □	No □	N/A □
L	*Circuits* for *emergency telephone* call-in operation, including audible and visual indication, operates.	Yes □	No □	N/A □
M	*Circuits* for *emergency telephones* for operation, including two-way *voice communication*, operates.	Yes □	No □	N/A □
N	*Circuits* for *emergency telephone* trouble operation, including visual indication, operates.	Yes □	No □	N/A □
O	*Emergency telephone* verbal communication operates.	Yes □	No □	N/A □
P	*Emergency telephone* operable or in-use tone at handset operates.	Yes □	No □	N/A □
Q	In standby mode, a short, or open on a paging, alert, alarm, or *emergency telephone voice communication buss* results in a *buss* specific trouble condition.	Yes □	No □	N/A □

22.4 Power Supply Inspection

NOTE: See 9, Power Supplies in ULC-S536.

Control unit or *transponder* location:				
Control unit or *transponder* identification:				
Circuit disconnect means or breaker location:				
Circuit disconnect means or breaker identification:				
A	Fused in accordance with the manufacturer's marked rating of the system.	Yes □	No □	N/A □
B	The primary supply is equipped with the identified disconnect means.	Yes □	No □	N/A □
C	Adequate to meet the requirements of the system.	Yes □	No □	N/A □
D	A short on the isolated side of each power isolation module results in a trouble condition	Yes □	No □	N/A □
E	Operation of a device on the source side of each shorted power isolation module is confirmed.	Yes □	No □	N/A □
F	Power for ancillary devices is taken from a source separate from the *fire alarm system control unit* or *transponder* power supply.	Yes □	No □	N/A □
G	Power for ancillary devices is taken from the *control unit* or *transponder* that is designed to provide such power.	Yes □	No □	N/A □
H	Ancillary devices, which are powered from *control unit* or *transponder*, are recorded.	Yes □	No □	N/A □

22.5 Emergency Power Supply Test and Inspection

NOTE 1: See 9.2, 9.3, 9.4 and Annex C, Battery Tests in ULC-S536.

NOTE 2: Complete section for each *emergency power supply*.

Emergency power supply location:				
Emergency power supply identification:				
Emergency power supply provided by:				
Batteries □	Generator □	UPS □	Combination □	
NBC required full load alarm operation time	2 h □	1 h □	30 min □	5 min □
Installed batteries Qty.: _____ V dc : _____ A•h : _____				

	BATTERY TESTS (Reference: 9.2)			
A	Correct battery type as recommended by manufacturer.	Yes □	No □	N/A □
B	Correct battery rating as determined by battery calculations based on full system load.	Yes □	No □	N/A □
C	Battery voltage with *main power supply* 'ON'.	Voltage: _____ V dc Current: _____ A		
D	Battery voltage and current with *main power supply* 'OFF' and *fire alarm system* in supervisory condition.	Voltage: _____ V dc Current: _____ A		
E	Battery voltage and current with *main power supply* 'OFF' and *fire alarm system* in full load alarm condition.	Voltage: _____ V dc Current: _____ A		
F	Battery free of physical damage.	Yes □	No □	N/A □
G	Battery terminals cleaned and lubricated.	Yes □	No □	N/A □
H	Battery terminals clamped tightly.	Yes □	No □	N/A □
I	Correct electrolyte level.	Yes □	No □	N/A □
J	Specific gravity of electrolyte is within manufacturer's *specifications*.	Yes □	No □	N/A □
K	Battery free of Electrolyte leakage.	Yes □	No □	N/A □
L	Adequately ventilated.	Yes □	No □	N/A □
M	Battery manufacturer's date code.	Date: _____		
N	Disconnection of battery causes *trouble signal* at the fire alarm *control unit.*	Yes □	No □	N/A □
O	Indicate type of battery tests performed:.			
	(i) Required supervisory load for 24 h followed by the required full load operation; or	Yes □	No □	
	(ii) Silent accelerated test. (Refer to Annex C1, New Silent Accelerated Test Method); or	Yes □	No □	
	(iii) Battery manufacturer's method. Specify: _____	Yes □	No □	
P	Record calculated battery capacity (Refer to Annex C2.)	_____ A•h		
Q	Record battery terminal voltage after completion of tests.	_____ V dc		
R	Confirm battery voltage not less than 85% of its rating after the tests.	Yes □	No □	N/A □
S	Battery Charging Current	_____A		

EMERGENCY POWER GENERATOR TESTS (Reference: 9.3)				
A	Generator provides power to the AC *circuit* serving the *fire alarm system*.	Yes □	No □	N/A □
B	Trouble condition at the emergency generator shall result in an audible common *trouble signal* and a visual indication at the required *annunciator*.	Yes □	No □	N/A □
C	Generator Run condition at the emergency generator shall result in an audible common *trouble signal* and a visual indication at the required *annunciator*.	Yes □	No □	N/A □

22.6 Annunciator, Remote Trouble Signal Unit, Display and Control Centre Test and Inspection

NOTE 1: See Section 10 in ULC-S536.

NOTE 2: Complete section for each device.

Annunciator or remote *trouble signal* unit location:				
Annunciator or remote *trouble signal* unit identification:				
A	Power 'on' indicator operates.	Yes □	No □	N/A □
B	Individual alarm and supervisory *zone* designation labels are properly identified.	Yes □	No □	N/A □
C	Where individual devices are annunciated confirm the individual alarm and supervisory indications are properly identified	Yes □	No □	N/A □
D	Where active and *supporting field devices* are utilized, the device location and programmed device label/descriptor shall be confirmed.	Yes □	No □	N/A □
E	Common *trouble signal* operates.	Yes □	No □	N/A □
F	Visual indicator *test* (lamp *test*) operates.	Yes □	No □	N/A □
G	Input wiring from *control unit* or *transponder* is supervised.	Yes □	No □	N/A □
H	*Alarm signal* silence visual indicator operates.	Yes □	No □	N/A □
I	Switches for ancillary functions operate as per *design* and *specification*, or in accordance with documentation as detailed in Annex D, Description of Fire Alarm System for Inspection and Test Procedures.	Yes □	No □	N/A □
J	Other ancillary function visual indicators operate.	Yes □	No □	N/A □
K	Manual activation of *alarm signal* and indication operates.	Yes □	No □	N/A □
L	Displays are visible in installed location.	Yes □	No □	N/A □
M	Operates on emergency power.	Yes □	No □	N/A □

22.7 Annunciator or Sequential Display

NOTE 1: See 10.2 in ULC-S536.

NOTE 2: If the *fire alarm system* DOES utilize remote annunciators, complete 22.7 for each *annunciator* or *sequential display*.

There are no *annunciators* or *sequential displays* on this system. □				
Annunciator or *sequential display* location:				
Annunciator or *sequential display* identification:				
A	Power 'on' indicator operates.	Yes □	No □	N/A □
B	Individual alarm and supervisory *zone* designation labels are properly identified.	Yes □	No □	N/A □
C	Where individual devices are also annunciated confirm the individual alarm and supervisory indications are properly identified	Yes □	No □	N/A □
D	Where active and *supporting field devices* are utilized, the device location and programmed device label/descriptor shall be confirmed.	Yes □	No □	N/A □
E	Common *trouble signal* operates.	Yes □	No □	
F	Visual indicator *test* (lamp *test*) operates.	Yes □	No □	N/A □
G	Input wiring from *control unit* or *transponder* is supervised.	Yes □	No □	N/A □
H	*Alarm signal* silence visual indicator operates.	Yes □	No □	N/A □
I	Switches for ancillary functions operate as per *design* and *specification*, or in accordance with documentation as detailed in Section 21. (See section 7.)	Yes □	No □	N/A □
J	Ancillary function visual indicators operate.	Yes □	No □	N/A □
K	Manual activation of *alarm signal* and indication operates.	Yes □	No □	N/A □
L	Displays are visible in installed location.	Yes □	No □	
M	Multi-line *sequential display* operates as per 10.2, where utilized.	Yes □	No □	N/A □

22.8 Remote Trouble Signal Unit Test and Inspection

NOTE : If the *fire alarm system* DOES utilize remote *trouble signal* unit, complete 22.8 for each remote *trouble signal* unit.

There are no remote *trouble signal* units on this system. □			
Remote *trouble signal* unit location:			
Remote *trouble signal* unit identification:			
A	Input wiring from *control unit* or *transponder* is supervised.	Yes □	No □
B	Visual *trouble signal* operates.	Yes □	No □
C	Audible *trouble signal* operates.	Yes □	No □
D	Audible *trouble signal* silence operates.	Yes □	No □

22.9 Printer Test

NOTE: If the *fire alarm system* DOES utilize printers, complete 22.9 for each printer unit.

There are no printers on this system. □			
Printer location:			
Printer identification:			
A	Operates as per *design* and *specification*, or in accordance with documentation as detailed in Annex D, Description of Fire Alarm System for Inspection and Test Procedures.	Yes □	No □
B	*Zone* of each alarm initiating device is correctly printed.	Yes □	No □

22.10 Ancillary Device Circuit Test

Specific type of ancillary *circuit*	**Ancillary *circuit* powered by:**		**Operation of ancillary *circuit* confirmed**		**Method of confirmation See Annex A, A22.10**
	FACU* Check if applicable	**Others specify**			
	□		Yes □	No □	
	□		Yes □	No □	
*FACU – fire alarm *control unit*					

NOTE: The tests reported on this Form may not include the actual operational test of ancillary devices, except when noted in the Method of Confirmation column. See Annex A, A22.10.

22.11 Interconnection to the Fire Signal Receiving Centre

NOTE: If the *fire alarm system* DOES have an interconnection to the fire *signal receiving centre*, complete 22.11 for each transmitter.

There are no interconnections to a Fire *Signal Receiving Centre* on this system. □				
A	The fire *signal receiving centre* transmitter is integral to the fire alarm *control unit*.	Yes □		No □
B	Receipt of the alarm transmission to the fire *signal receiving centre*.	Yes □		No □
C	Receipt of the supervisory transmission to the fire *signal receiving centre*.	Yes □	No □	N/A □
D	Receipt of the trouble transmission to the fire *signal receiving centre*	Yes □		No □
E	Disabling or disconnecting the fire *signal receiving centre* transmitter results in a specific *trouble signal* at the *control unit* or transmitter and also transmits a *trouble signal* to the fire *signal receiving centre*.	Yes □		No □
F	Disabling or disconnecting the fire *signal receiving centre* transmitter transmits a *trouble signal* to the fire *signal receiving centre*.	Yes □		No □
G	Record the company name and telephone number of the fire *signal receiving centre*.	Name:		
		Telephone:		
H	Operation of the fire *signal receiving centre* disconnect means transmits trouble to the fire *signal receiving centre*.	Yes □		No □

23 Field Device Records

23.1 Field Device Testing – Legend and Notes

NOTE: Add additional line items for each additional type and/or model number of devices forming part of the *fire alarm system* as necessary to this Legend.

Device type	Description	Type	Model no.
M	*Manual Station*		
RHT	*Heat Detector*, Restorable		
HT	*Heat Detector*, Non-restorable		
S	*Smoke Detector* Sensitivity Test Method or Test Equipment: Model/Method: _____ _____ Manufacturer Sensitivity Range: _____ Note: CAN/ULC-S529 required range is 0.5 to 4.0 %/ft obscuration. Recorded sensitivity measurement units may not be in %/ft depending upon the testing method used.	Not applicable Not applicable	Not applicable Not applicable
SB	Sounder base		
RI	Remote Indicator Unit		
DS	Duct *Smoke Detector*		
–	Other Type of Detector		
SFD	*Supporting Field Device* (Monitor)		
FS	Sprinkler Flow Switch		
SS	Sprinkler *Supervisory Device*		
–	Other *Supervisory Devices* (Low Pressure, Low Water, Low Temperature, Power Loss, etc.)		
EM	*Fault isolator*		
B	Bell		
H	Horn		
V	*Visible Signal Device*		
SP	Cone Type Speaker		
HSP	Horn Type Speaker		
SSS	Suite Silencing Switch		
SSAD	Suite Silencing Audible Device		
AD	*Ancillary Device*		
ET	*Emergency Telephone*		
EOL	End-of-Line Device		

NOTE: Refer to Section 14, Field Devices.

The following notes apply to 23.2, Individual Device Record:

NOTE 1: *Smoke detector* sensitivity reading confirmed by the control panel or measurement obtained through testing to be recorded in the *measurements* column.
NOTE 2: *Smoke detector* cleaning or replacement date to also be recorded in the *measurements* column.

NOTE 3: Status Change, including time delay, to be recorded in the *measurements* column. Refer to Annex A3.73 and Annex F.

NOTE 4: Duct *smoke detector* pressure differential to be confirmed and recorded in the *measurements* column.

NOTE 5: Transport time of *air sampling type detector* to be confirmed and recorded in the *measurements* column.

NOTE 6: Time delay setting of *water flow device* to be recorded in the *measurements* column.

NOTE 7: Sprinkler supervisory switches cause trouble condition to be annunciated but not an alarm condition.

NOTE 8: Upper and lower pressure setting of *supervisory devices* to be recorded in the *measurements* column.

NOTE 9: Low temperature setting to be recorded in the *measurements* column.

NOTE 10: Identify the specific ancillary devices in the comments column.

NOTE 11: The date any *field device* is changed should be recorded in the comments column.

NOTE 12: Identify correct *field device* operation (e.g., alarm, trouble, supervisory, annunciation indication).

NOTE 13: Identify *zone*, *circuit* number, or address.

NOTE 14: Identify *conventional* field device locations.

NOTE 15: Identify active *field device* and *supporting field device*, *data communication link (DCL)*, address and location.

NOTE 16: Confirm *field device* free of damage.

NOTE 17: Confirm *field device* free of foreign substance.

NOTE 18: Confirm *field device* mechanically supported independently of the wiring.

NOTE 19: Confirm *field device* protective dust shields or covers removed.

NOTE 20: “Correctly installed” refers to the version of CAN/ULC-S524, Standard for Installation of Fire Alarm Systems, applicable at the time of installation of the system or device being tested.

NOTE 21: *Smoke detectors* that employ sounder bases or activate local audible *signaling* device(s), used in lieu of smoke alarms, to be tested to confirm local sounder operation and annunciation at the control panel, including visible device operation, as applicable, and individually recorded.

NOTE 22: When batteries are replaced in the short-range radio frequency (wireless) devices, battery replacement date to be identified in the comments section.

23.2 Individual Device Record

Device Location	Annunciation Label or LCD Text Displayed (if applicable)	Device Type	Requires Service, Repairs, Cleaning or Missing	Circuit Number or Address	Annunciated FIRE ZONE	Correctly Installed	Additional Readings (Remarks)	Alarm / Operation Confirmed	Annunciation Indication Confirmed	Supervision of Wiring or Device Confirmed	Comments

NOTE: Device type can be expressed as an abbreviation per 23.1, Field Device Testing – Legend and Notes.

23.2 Individual Device Record

NOTE 1: Refer to Section 12 and 13.

NOTE 2: Refer to Annex A, A3.86 for an explanation regarding the National Building Code (NBC) Fire Alarm (FA) Zone.

Circuit Fault Tolerance Test Sheet

Building **name: _____**	**Date (M/D/Y): _____**	**Page ___ of __**

Circuit Fault Test Location	**Type of Fault (Record response time or indicate N/A)**			**Isolation Results**	**Non-Faulted Circuit Location**	
Identify Device Location where circuit fault was introduced and description of affected NBC Fire Alarm zone or area	**Short**	**Open**	**Ground**	**Identify NBC Fire Alarm Zone or area Location where devices failed due to fault condition**	**Identify Individual Device tested for operation located in Non-Faulted NBC Fire Alarm zone or area**	**Pass or Fail**

23.3 Circuit Fault Tolerance Test Sheet

NOTE 1: Refer to Section 12 and 13.

NOTE 2: Refer to Annex A, A3.86 for an explanation regarding the National Building Code (NBC) Fire Alarm (FA) Zone.

Circuit Fault Tolerance Test Sheet

Building **name: _____**	**Date (M/D/Y): _____**	**Page ___ of ___**

Circuit Fault Test Location	**Type of Fault (Record response time or indicate N/A)**			**Isolation Results**	**Non-Faulted Circuit Location**	
Identify Device Location where circuit fault was introduced and description of affected NBC Fire Alarm zone or area	**Short**	**Open**	**Ground**	**Identify NBC Fire Alarm Zone or area Location where devices failed due to fault condition**	**Identify Individual Device tested for operation located in Non-Faulted NBC Fire Alarm zone or area**	**Pass or Fail**

MONTHLY FIRE ALARM SYSTEM TEST AND INSPECTION REPORT

24 MONTHLY FIRE ALARM SYSTEM TEST AND INSPECTION REPORT

Building Name: _____ Report Date: _____	Inspect Fire Alarm System Status Indicators		Conduct Field Peripheral Tests					Test Connection to Signal Receiving Centre		Test Voice Communication System (if applicable)						
Monthly Testing Date	System Trouble Indicator OFF	System Power Indicator OFF	Location of Initiating Device	Inspect Initiating Device for Damage, etc.	Confirm Alarm Signals Activate	Confirm Annunciation of Alarm Location	Confirm Audible and Visible Trouble Signal	Confirmation of Alarm Transmission	Confirmation of Trouble Transmission	Location of Emergency Telephone	Confirm 2-way Communication & Location	Location of Voice Paging Zone	Confirm Voice Paging Operation	Name of Person and Affiliation Conducting Test (Print)	Signature of Person Conducting Test	Comments
MM/DD/YY	✓ or X	✓ or X	NBC Zone	✓ or X	✓ or X	✓ or X	✓ or X	✓ or X	✓ or X	NBC Zone	✓ or X	NBC Zone	✓ or X	Legal Name	Signature	

Legend

✓ = SATISFACTORY

X = UNSATISFACTORY

NA = NOT APPLICABLE

NT = NOT TESTED

Notes for: MONTHLY FIRE ALARM SYSTEM TEST AND INSPECTION REPORT

NOTE 1. National Fire Code of Canada requires that these records be retained for a minimum of two (2) years.

NOTE 2. Tests to be conducted while fire alarm system runs on emergency power.

NOTE 3. The monthly test is not required during the month that the annual test is completed.