



Orange County Fire Authority Community Risk Reduction INFORMATIONAL BULLETIN 04-14

How to Have a Successful Fire Alarm System Plan Check

The following information is intended to help you have a successful plan check experience.

Sequence of Plans

It is imperative to submit your plans in the following order:

1. Architectural Plans
2. Sprinkler/Underground Plans
3. Fire Alarm System Plans

Note: Not all plans listed above are required on all projects, so please view the appropriate flowchart for your project at <http://www.ocfa.org/uploads/pdf/flowchart.pdf>

Fire Alarm

Provide OCFA with a list of all fire alarm components.

Backflow Prevention Assembly

Provide the location and indicate monitoring of the valves.

Fire Alarms Not Required by Code

If the fire alarm is not required by code, the fire alarm system plan needs to include a letter, on company letterhead, from the owner acknowledging that the system is **voluntary** and acknowledging that the system shall be maintained and tested as required by code.

Sequence of Operations

Provide the sequence of alarm operations applicable for the project.

Note: OCFA guidelines for *New and Existing Fire Alarms Systems* can be found at <http://www.ocfa.org/uploads/pdf/guided03.pdf>