



BUREAU OF FIRE PREVENTION
FIRE ALARM INSPECTION UNIT
INFORMATION BULLETIN
No. 01-01-12



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Issuer: Alex Spektor, Director, Fire Alarm Inspection Unit

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Related Code: FC 907.15; 3RCNY §901-01; BC §27-437, BC §27-455,
 Sections: BC §27-971, BC §27-972; RS 17-2; BC 903.4, BC 907.14

Purpose: Restoration, Replacement or Cancellation of Central Office Connection

This bulletin is to provide detailed guide on restoration, replacement or removal of the supervisory service from a Fire Department approved Central Station.

An extensive inquiry into the Central Office terminal assignment records recently conducted by the Fire Alarm Inspection Unit (FAIU) revealed a steady tendency of termination the fire alarm supervisory service. In the interest of public safety and an effort to prevent the potential danger caused by unlawful termination of the supervisory service, FAIU will investigate every single cancellation in the most expeditious manner possible and serve a Violation Order upon the owner or any other authorized person in charge. The Violation Order must be remediated within **30 days** of receipt of the Order.

The information below will assist you with all the necessary documents, scheduling, testing and repairs in order to correct the violation.

1. Where a fire alarm system approved with a central station connection has been disconnected from the supervisory service and such service was or is required by provisions of the respective Building Code or any other regulations in effect, follow the directions below.
 - 1.1. Restore the supervisory service from any FDNY approved central station.
 - 1.2. Provide for reinspection/test by submitting the following documentation:
 - Copy of the Letter of Approval for the fire alarm system;
 - Copy of the service agreement with an approved central station;
 - Electrician's application for the transmitter (Form A-433);
 - Request for inspection/test (Form B-45M).

2. To legalize removal of the supervisory service from an existing fire alarm system approved with a central station connection that had not been mandated by the 1968 Building Code and prior codes or any other regulations in effect, follow the directions below.

2.1. Remove the transmitter and all associated attributes;

2.2. Provide for reinspection/test by submitting the following documentation:

- Copy of the original Letter of Approval for the fire alarm system;
- Electrician's application for removal of the transmitter (Form A-433);
- Request for inspection/test (Form B-45M).

A Letter of Approval indicating a local fire alarm system with no Central Office connection will be issued if the field inspection validates the legitimacy of removal.

3. Where there is a changeover in the supervisory central stations and/or replacement of the automatic telephone-dialing equipment, follow the directions below.

3.1. Provide for reinspection/test by submitting the following documentation:

- Copy of the original Letter of Approval for the fire alarm system;
- Copy of the service agreement with an approved central station;
- Electrician's application for the transmitter (Form A-433);
- Request for inspection/test (Form B-45M).

4. Where modification of the supervisory service to an existing approved sprinkler monitoring system includes replacement of the McCulloh transmitter, follow the directions below.

4.1. Provide for reinspection/test by submitting the following documentation:

- Copy of the Letter of Approval;
- MEA acceptance for use of the transmitter as a fire alarm control panel;
- Copy of the service agreement with an approved central station;
- Electrician's application for the transmitter (Form A-433);
- Request for inspection/test (Form B-45M).

Upon successful completion of the inspection/test FAIU will issue the Letter of Approval.

5. Where modification of the supervisory service to an existing unapproved sprinkler monitoring system includes replacement of the McCulloh transmitter, follow the directions below.

5.1. Provide for reinspection/test by submitting the following documentation:

- A valid copy of the Certificate of Occupancy;
- MEA acceptance for use of the transmitter as a fire alarm control panel;
- As-built drawing(s) of the sprinkler monitoring system;
- Copy of the service agreement with an approved central station;
- Electrician's application for the entire installation (Form A-433);
- Request for inspection/test (Form B-45M).

Upon successful completion of the inspection/test FAIU will issue the Letter of Approval.

6. The link below provides a complete list of Approved Central Station Signaling Companies authorized to monitor and retransmit Class 3 Alarms within the City of New York.
7. This bulletin covers the most feasible variations in termination of the fire alarm supervisory service. For any other instances that are not clarified above consult the fire alarm inspection unit by submission a written inquiry (Form FA-11).
8. Should you have any further questions, please feel free to contact the Fire Alarm Inspection Unit Technical Support at (718) 999-2469.

A handwritten signature in black ink, appearing to read "Alex Spektor", with a horizontal line underneath the end of the signature.

Alex Spektor
Director
Fire Alarm Inspection Unit