EMERGENCY COMMUNICATIONS SYSTEMS
SUPPLEMENTARY RECORD OF COMPLETION

This form is a supplement to the System Record of Completion. It includes systems and components specific to emergency communications systems.
This form is to be completed by the system installation contractor at the time of system acceptance and approval.
It shall be permitted to modify this form as needed to provide a more complete and/or clear record.
Insert N/A in all unused lines.

Form Completion Date: _____ Number of Supplemental Pages Attached: _____

1. PROPERTY INFORMATION

Name of property: _____

Address: _____

2. DESCRIPTION OF SYSTEM OR SERVICE

☐ Fire alarm with in-building fire emergency voice alarm communication system (EVAC)

☐ Mass notification system

☐ Combination system, with the following components:

☐ Fire alarm ☐ EVACS ☐ MNS ☐ Two-way, in-building, emergency communications system

☐ Other (specify): _____

NFPA 72 edition: _____ Additional description of system(s): _____

2.1 In-Building Fire Emergency Voice Alarm Communications System

Manufacturer: _____ Model number: _____

Number of single voice alarm channels: _____ Number of multiple voice alarm channels: _____

Number of speakers: _____ Number of speaker circuits: _____

Location of amplification and sound processing equipment:

_____

Location of paging microphone stations:

Location 1: _____

Location 2: _____

Location 3: _____

2.2 Mass Notification System

2.2.1 System Type:

☐ In-building MNS–combination

☐ In-building MNS ☐ Wide-area MNS ☐ Distributed recipient MNS

☐ Other (specify): _____

2. DESCRIPTION OF SYSTEM OR SERVICE *(continued)*

2.2.2 System Features:

☐ Combination fire alarm/MNS ☐ MNS autonomous control unit ☐ Wide-area MNS to regional national alerting interface

☐ Local operating console (LOC) ☐ Distributed-recipient MNS (DRMNS) ☐ Wide-area MNS to DRMNS interface

☐ Wide-area MNS to high power speaker array (HPSA) interface ☐ In-building MNS to wide-area MNS interface

☐ Other (specify): _____

2.2.3 MNS Local Operating Consoles

Location 1: _____

Location 2: _____

Location 3: _____

2.2.4 High Power Speaker Arrays

Number of HPSA speaker initiation zones: _____

Location 1: _____

Location 2: _____

Location 3: _____

2.2.5 Mass Notification Devices

Combination fire alarm/MNS visual devices: _____ MNS-only visual devices: _____

Textual signs: _____ Other (describe): _____

Supervision class: _____

2.2.6 Special Hazard Notification

☐ This system does not have special suppression predischarge notification.

☐ MNS systems DO NOT override notification appliances required to provide special suppression predischarge notification.

3. TWO-WAY EMERGENCY COMMUNICATIONS SYSTEMS

3.1 Telephone System

Number of telephone jacks installed: _____ Number of warden stations installed: _____

Number of telephone handsets stored on site: _____

Type of telephone system installed: ☐ Electrically powered ☐ Sound powered

3.2 Two-Way Radio Communications Enhancement System

Percentage of area covered by two-way radio service: Critical areas _____ % General building areas _____ %

Amplification component locations: _____

Inbound signal strength _____ dBm Outbound signal strength _____ dBm

Donor antenna isolation is _____ dB above the signal booster gain.

Radio frequencies covered: _____

Radio system monitor panel location: _____

3. TWO-WAY EMERGENCY COMMUNICATIONS SYSTEMS *(continued)*

3.3 Area of Refuge (Area of Rescue Assistance) Emergency Communications Systems

Number of stations: _____ Location of central control point: _____

Days and hours when central control point is attended: _____

Location of alternate control point: _____

Days and hours when alternate control point is attended: _____

3.4 Elevator Emergency Communications Systems

Number of elevators with stations: _____ Location of central control point: _____

Days and hours when central control point is attended: _____

Location of alternate control point: _____

Days and hours when alternate control point is attended: _____

3.5 Other Two-Way Communications System

Describe: _____

4. CONTROL FUNCTIONS

This system activates the following control functions specific to emergency communications systems:

Type	Quantity
Mass Notification Override of Alarm Signaling Systems or Appliances	

See Main System Record of Completion for additional information, certifications, and approvals.