### I. Submittal Requirements

1. Two (2) sets of plans and calculations

2. Two (2) sets of equipment submittals (cut sheets, CSFM listing and product information)

3. Transmittal letter with name, address, phone, email, fax and license number of fire alarm contractor

4. Construction documents for fire alarm systems shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the California Fire Code, the California Building Code, and relevant laws, ordinances, rules and regulations, as determined by the fire code official.

### II. General Information - Working Plans

1. Name of owner and occupant

2. Location, including street address

3. Scope of work. Indicate if part of a remodel or new building project or a separate fire alarm project.

4. Floor plan indicating location of fire alarm initiating devices

5. Floor plan indicating location of notification devices including candela rating for visible alarm devices - See also OSHPD CAN 9-907.5.2.3.1

6. Type and number of devices on each circuit on each floor

7. Riser diagram

8. "Point to Point" diagram and wire legend

9. Wiring diagrams of devices, appliances & indicators

10. Location of partitions and fire/smoke walls (include fire ratings of walls)

11. Make, model, type, number, and voltage of storage batteries

12. Battery calculations

13. Voltage drop calculations - See also OSHPD CAN 9-907

14. Accurate legend of symbols for all new and existing fire alarm devices

15. Elevation detail of manual pull stations

16. Elevation detail of visual alarm signaling devices

17. Type of wiring used, including gauge and wire counts and conduit size

18. Design numbers and details of through penetration fire stop systems

19. Floor plan identifying rooms and their uses

20. Ceiling details, reflected ceiling plans and interior elevations depicting irregular ceilings and identifying ceiling heights

21. Location of supply and return air diffusers

22. Details on support and anchorage of any fire alarm equipment weighing more than 20 pounds

23. Sequence of operation/events when alarm system is activated

24. Compass direction with north arrow and clearly marked scale

25. Location of FACP, annunciators, transponders and notification power supplies

26. Location of range hood fire suppression system, if applicable

27. Location of fire sprinkler PIV, flow, and tamper supervision, if applicable

28. Stamp and signature of the designer in responsible charge, if applicable

29. Location of primary power for fire alarm panel. Breakers shall be locked open and marked "Fire Alarm"
II. General Information - Working Plans (Continued)

☐ 30. Location and type of secondary power supply, if applicable  
CFC, Sec. 907.1.1

☐ 31. Circuit class and survivability level for initiating and notification loops/circuits  
CFC, Sec. 907.1.1

☐ 32. Indicate location of devices for activation of elevator recall and shut down  
CFC, Sec. 907.1.2, Item 1

☐ 33. Indicate location of motorized fire/smoke dampers activated by fire alarm devices  
CFC, Sec. 907.1.2, Item 13

III. Additional Information

☐ 1. General Notes  
CFC, Sec. 907.1.1

☐ 2. Basic building information including occupancy group, type of construction, number  
of stories, floor area and presence of fire sprinkler protection  
CFC, Sec. 907.1.1

☐ 3. Indication of applicable editions of NFPA 72, CBC, CEC, CFC & CMC  
CFC, Sec. 907.1.1

☐ 4. Reference CBC Amendments to NFPA 72 in CBC Chapter 35  
CFC, Sec. 907.1.1

☐ 5. Reference OSHPD Policy Intent and Code Application Notices  
CFC, Sec. 907.1.1

☐ 6. Local fire authority fire alarm annunciation approval - OSHPD form available  
CFC, Sec. 907.6.4.1.1

IV. Equipment Submittals

☐ 1. California State Fire Marshal listing sheets indicating expiration date for all listed  
components  
CFC, Sec. 907.1.3

☐ 2. Manufacturers specification sheets for all fire alarm equipment  
CFC, Sec. 907.1.2, Item 11

☐ 3. Monitoring company information including UL listing number and certification  
CFC, Sec. 907.1.2, Item 14

☐ 4. Anchorage details for fire alarm control panels weighing more than 20 pounds  
CBC, Sec. 1616A.1.18 ASCE 7, Sec. 13.1.4, Exmpt. 3 b. ii.

APPLICABLE CODES AND STANDARDS

2016 California Administrative Code - Part 1, Title 24, CCR

2016 California Building Code – Part 2, Title 24, CCR  

2016 California Electrical Code – Part 3, Title 24, CCR  
(2014 National Electrical Code and 2016 California Amendments)

2016 California Mechanical Code - Part 4, Title 24, CCR  
(2015 Uniform Mechanical Code and 2016 California Amendments)

2016 California Fire Code – Part 9, Title 24, CCR  

National Fire Protection Association (NFPA)  
NFPA 72 National Fire Alarm and Signaling Code, 2016 Edition

OSHPD Reference Material Available on the Internet  
OSHPD Fire and Life Safety Forms  
http://www.oshpd.ca.gov/FDD/Regulations/CANs/index.html  
OSHPD Project Review Status  
http://www.oshpd.ca.gov/FDD/project_status/index.asp  
OSHPD Public Use Forms  
http://www.oshpd.ca.gov/FDD/Forms/index.html