



FIRE PROTECTION SYSTEM INSPECTION
TESTING AND MAINTENANCE RECORDS
(2015 MSFC)

Code Reference – MSFC 901.6.2 Records

901.6.2 Records. Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be copied to the *fire code official* upon request.

901.6.2.1 Records information. Initial records shall include the name of the installation contractor, type of components installed, manufacturer of the components, location and number of components installed per floor. Records shall also include the manufacturers' operation and maintenance instruction manuals. Such records shall be maintained on the premises.

General Requirements

1. In accordance with Minnesota State Fire Code (MSFC) Section 901.6 all fire detection, alarm and extinguishing systems shall be maintained in an operative condition at all times and shall be replaced or repaired where defective. Non-required fire protection systems and equipment shall be inspected, tested and maintained or removed.
2. Records of all system inspections, tests and maintenance required by the MSFC and its referenced standards shall be maintained on the premises for a minimum of three years.
3. Copies of all system inspections, tests and maintenance records shall be copied to the Shakopee Fire Department as allowed by MSFC 901.6.2. Copies shall be sent via email, fax or US Postal to the following location:

Shakopee Fire Department
2700 Vierling Dr. E.
Shakopee, MN 55379
Fax: 952-233-3857
Email: firesafety@ci.shakopee.mn.us

Date: 09/01/2018
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