



SMOKE/CARBON MONOXIDE DETECTOR TESTING

SCOPE

This guideline shall apply to all members of the Stoney Point Fire Department and shall be adhered to by all members.

PURPOSE

To establish the procedures for the testing, maintenance and replacement of smoke detectors and carbon monoxide detectors within Stoney Point Fire Department facilities.

DEFINITIONS

Carbon Monoxide – (CO) odorless, colorless gas, which can cause sudden illness and death, a product of fossil fuel combustion

Guideline - a general rule, principle, outline of a policy

Member – any career, volunteer, staff, and auxiliary personnel affiliated with the department

Shall - indicates a mandatory requirement

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GUIDELINES

Stoney Point Fire Department maintains several facilities that are routinely occupied by members of the department. These facilities require the installation, testing and maintenance of smoke detectors and carbon monoxide detectors to ensure the safety of all occupants.

Testing Requirements

The following requirements exist for the testing of carbon monoxide and smoke detectors:

- Newly acquired carbon monoxide and smoke detectors shall be tested prior to installation in a Stoney Point Fire Department facility
- All existing smoke detectors shall be inspected and tested monthly to ensure proper operation
- All existing carbon monoxide detectors shall be inspected and tested weekly to ensure proper operation
- Inspection, testing, and replacement shall be conducted in accordance with manufacturer's recommendations



Testing Procedures

All testing of carbon monoxide and smoke detectors shall be conducted in accordance with the manufacturer's recommendations as follows:

- Depress the "test" button until the alarm sounds
- Check the battery if an alarm does not sound within 10 seconds
- Replace battery as necessary
- Retest the detector if alarm does not sound after 10 seconds replace the detector

Detector Maintenance

Carbon monoxide and smoke detectors shall be maintained to ensure the maximum service life of the unit and prevent failure. This maintenance shall be conducted in accordance with the manufacturer's recommendations as follows:

- Replace batteries whenever a detector starts emitting a chirp once per minute. This is a weak battery warning
- All detector batteries shall be replaced twice a year, once in January and once in July to ensure proper operation
- Clean the detector during the monthly detector tests using a cloth and a vacuum to remove the buildup of dust and debris that could hinder the detector's ability to properly function

Detector Replacement

Carbon monoxide and smoke detectors shall be replaced according to the manufacturer's recommendations whenever the following criteria is met:

- Every 10 years prior to the expiration date
- Whenever the detector fails a test
- The detector sustains physical damage such as dents, cracks or chemical damage
- Smoke detectors that are exposed to heavy smoke or fire conditions
- Carbon monoxide detectors that are exposed to a carbon monoxide incident
- Detector's identification number shall remain the same following replacement

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Identification of Detectors for Record Keeping

All carbon monoxide and smoke detectors shall be identified and labeled to facilitate proper record keeping for testing, maintenance, and replacement purposes. The following system shall be utilized:

- Smoke Detectors
 - identification number beginning with “SD” for smoke detector
 - 3 digits indicating the number of detectors in the department
 - maintained in the Master Inspection Log for monthly inspections and maintenance
- Carbon Monoxide Detectors
 - Identification number beginning with “COD” for carbon monoxide detector
 - 3 digits indicating the number of detectors in the department
 - maintained in the Master Inspection Log for weekly inspections and maintenance

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Documentation

All testing, inspections, maintenance and replacement of carbon monoxide and smoke detectors shall be recorded in the Master Inspection Log. Smoke detectors are tested and inspected monthly and carbon monoxide detectors are tested and inspected weekly as directed by this guideline. Each detector shall have an individual inspection form detailing the following information:

- Detector’s identification number (SD001, COD 001)
- Detector type (Smoke, Carbon Monoxide)
- Detector’s serial number
- Inspection, test, or maintenance date
- Signature of inspecting, testing, or maintaining member
- Battery change information (date and member name)
- Comments section

Master Inspection Log shall be maintained in the Computer Room at Station 13.



Responsibility

The Operations Chief shall delegate the responsibility to conduct the weekly and monthly inspections and testing of all carbon monoxide and smoke detectors at both Station 13 and Station 19. The inspecting member shall be responsible for following the procedures detailed in this guideline for ensuring the proper testing, maintenance, and replacement of the detectors that they are assigned and documenting pertinent information. The Operations Chief shall be notified of all detectors that fail testing and replacements. The Operations Chief shall inform the Fire Chief of any systemic failures of either carbon monoxide or smoke detectors and any issues regarding the maintenance and replacement of detectors at either station.

References

- NFPA 72
- NFPA 101
- NFPA 1500
- NC GS 143-136

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