

University of Colorado Denver
Fire Alarm Disable Request Form for DDC

() Place a check mark here if fire sprinkler outage is requested. Fire and Life Safety Officer or Campus Building Official signature is required: _____

() Place a check mark here if detectors are to be disabled overnight. Fire and Life Safety Officer or Campus Building Official signature is required: _____

Today's Date: _____

Person requesting disable: _____

Jobsite Supervisor and Pager/Cell#: _____

Bldg/area to be disabled: _____

Date(s) bldg/area to be disabled: ____/____/____ through ____/____/____

Building/area to be disabled from (time) ____:____ until ____:____

Type of work: _____

PERSON/GROUP REQUESTING DISABLE IS RESPONSIBLE FOR NOTIFYING DENVER FIRE DEPT IN THE EVENT OF A FIRE IN THE DISABLED AREA

- All Smoke Detectors in the area of construction must be covered by requestor before work begins each day and uncovered by the requestor at the end of the work day.
- Requests must be submitted by 2:30 PM of the day prior to the date of requested disable.
- All outages to be done between the hours of 7:45 AM and 3:45 PM Monday through Friday unless requestor has made arrangements with Fire Command.
- If there is a local fire alarm system in the area of the requested outage (computer room, FM 200 System, etc.) , it is the responsibility of the person requesting the disable to have that system disabled by owner before starting work and enabled after completing work.
- Confirm with Facilities Management that area has been disabled before you begin work and notify Facilities Management before leaving jobsite.

Facilities Management: (303) 315-2205

**Mark Arge's pager:
(303) 266-5811**

**Ed Schroeder's pager:
(303) 266-7264**

Requestor's signature: _____

Place completed outage request forms in the "Fire Alarm Outage Request" box in Suite 1300D LSC