

**UNIVERSITY OF ROCHESTER  
ENVIRONMENTAL HEALTH & SAFETY**

<b>Policy No.: FS038</b>	<b>Approved by: Mark Cavanaugh</b>
<b>Title: Monthly Flamex 3000 Local FACP Test at Sage Arts</b>	<b>Date: 7/11/2022</b>
<b>Revision No.: 3</b>	<b>Page 1 of 2</b>
<b>Prepared by: Brian Prinzing</b>	<b>Reviewed 7/11/2022: No changes</b>
<b>EH&amp;S Department Use Only: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</b>	<b>UR Website: <input checked="" type="checkbox"/> Public <input type="checkbox"/> Restricted</b>

**I. PURPOSE**

This policy/procedure establishes the monthly testing of the local Flamex Spark Detection and Extinguishing system FLE 3000 located in the Sage Arts Center Carpenter Shop.

**II. PERSONNEL AFFECTED**

Fire Safety Specialists  
University Facilities

**III. DEFINITIONS**

FSS- Fire Safety Specialist  
FSI – Fire Safety Inspector

**IV. RESPONSIBILITIES**

- The FSS is responsible for the monthly local inspection and the semi-annual testing of the local fire alarm system located in the wood shop in Sage Arts Center, 2<sup>nd</sup> Floor.
- Contact Public Safety Dispatch and the Facilities Call Center and alert them of the testing you are about to do.
- Contact Medical Center Facilities to coordinate this test and to seek assistance from a carpenter who will turn on dust collection system.
- This test will require two members from Fire Safety.
- Test will require the use of a flashlight to activate the infrared sensor.

**V. PROCEDURES**

1. Press in the Spray disconnect switch on the FLE 3000 control panel to disable the water spray.
2. Turn the Rotary selector switch to indicate the desired test light.
3. Press the spark impulse switch.
4. Slowly increase the intensity potentiometer until the FLE 3000 shows a “fire” indication. If the spark detection zone fails to respond; clean the lenses and test again.
5. The local alarm will activate unless the detection zone fails to respond.
6. Release the spark impulse switch after testing is completed.
7. Reset the FLE 3000 control panel.
8. Release the spray disconnect switch.

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**VI. REFERENCES**

Flamex Inc. Installation and Applications Manual – located in the Sage Hall main office.

**VII. APPENDICES/FORMS – N/A**

**VIII. REVISION HISTORY**

Date	Revision No.	Description
10/26/2011	New	Initial development of policy
6/21/2016	1	3 year review – Updated title to Fire Safety Specialist
6/4/2019	2	Triennial review – no changes
7/11/2022	3	Triennial review – no changes