

**TABLE 5**  
**Final Occupancy Inspection Check List**

Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Facility: \_\_\_\_\_ Job: \_\_\_\_\_

Item	Yes	No	Comments
1. Architect/Engineer=s Certification of Substantial Completion?			
2. Interior finishes development and fire spread rating information?			
3. Fire Protection Systems - Portable fire extinguishers are inspected and tagged, and shop drawing for standpipe/sprinkler systems are available?			
4. Certificate of City Building Inspector?			
<b>5. Certification</b> - fire alarm system, smoke detection system, sprinkler system, and any other fire suppression system has been installed, tested and meets all applicable standards?			
<b>6. Certification</b> - medical gas system?			
<b>7. Certification</b> - electrical system has been installed, tested and meets all applicable standards of the NEC, NFPA?			
<b>8. Certification</b> - emergency generator has been installed, tested and meets all applicable standards of the NFPA, NEC?			
<b>9. Certification</b> - mechanical system has been installed, tested, balanced, and approved by the engineer of record?			
<b>10. Certification</b> - communication system(s) has been installed, tested and meets all applicable standards of the NEC, NFPA?			
11. Are there manufacturer=s operation and maintenance manuals with equipment warranties on site for all newly installed equipment or a letter from the general contractor stating that the above items will be turned over to the owner?			
12. Have all applicable pieces of equipment installed during the construction been incorporated into the existing preventive maintenance system? Or, have new maintenance policies and procedures been written to insure that said items are maintained per the manufacturers recommendations?			
13. Are there as-built drawings on site or a letter from the general contractor stating that the as-built drawings will be turned over to the owner?			
14. Are there copies of the Architect=s and Engineer=s final punch lists with verification that all items have been repaired or remedied?			
15. Has the Architect/designer accepted testing and certification of items 5 through 10 above?			

<sup>1</sup>In accordance with the applicable electrical system requirements of NFPA 99, grounding system effectiveness shall be determined for new and renovated equipment by voltage and impedance measurements. Receptacles shall be checked for continuity of the grounding circuit and polarity of the hot and neutral connections.