



**BUREAU OF FIRE PREVENTION**  
**FIRE ALARM INSPECTION UNIT**  
**INFORMATION BULLETIN**  
**No. 08-02-12**



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This information bulletin has been developed to establish the Fire Alarm Inspection Unit official policy regarding the mounting height for fire alarm equipment including control units, transponders, data gathering panels, remote annunciators, etc.

The code language provides limited guidance for use by design professionals, plan examiners, field inspectors and electrical contractors. We have researched the subject in question based on the accessibility provisions promulgated by current code regulations and recommendations from various manufacturers.

Based on our review, for the purpose of implementing a uniform city-wide standard complying with the intent of accessibility requirements, the Fire Alarm Inspection Unit will enforce the following guidelines:

1. All equipment and components shall be installed in conformity with manufacturer's recommended elevation.
2. Where the manufacturer's manual does not provide any sufficient instructions for the elevation of fire alarm equipment the installation shall meet the following requirements:
  - 2.1. Fire Alarm Control Units and Remote Annunciators - Display and/or operating controls shall not be more than 72" above the finished floor level.
  - 2.2. Remote Control Units (DGP, RCU, TTB, etc.) - The top of the cabinet shall not be more than 96" above the finished floor level.
  - 2.3. Where the main control panel/annunciator is installed as an integral part of the concierge desk, the display and operational controls shall be located horizontally, on top of the desk. Vertical arrangement below the desk level shall not be permitted.

3. Complete information regarding the elevation of fire alarm equipment shall be indicated on the plans and submitted to the Technology Management for approval *prior to the installation of equipment*.
4. Requirements contained herein apply to standard situations and may not address all specific instances. Therefore, any inconsistency or conflict between this Bulletin and the respective provisions of the NYC Building Code in effect (Chapter 10 – for new construction and Chapter 6 – for existing buildings) will be evaluated on a case-by-case basis by the Technology Management plan review staff.
5. This Bulletin applies to the installation of the new fire alarm panels and remote control units. However, where any modernization of the existing core control equipment due to obsolescence or failure *involves changes in the connected wiring*, compliance with foregoing standard procedures shall be mandatory.
6. Should you have any questions or if further clarification is necessary, please feel free to contact the Fire Alarm Inspection Unit Technical Support at (718) 999-2469.



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