



**FIRE RESCUE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
Daniel K. Kucik, Assistant Chief / Fire Marshal**

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July 2008

TO ALL BUILDING OWNERS AND REPRESENTATIVES

During the design and construction of your building, there were various code required life safety systems installed into your new structure.

It is essential that you and your staff are aware of the many points of responsibility that you must adhere to when operating this facility, which will house occupants and visitors to Orange County.

To help ensure the safety of the occupants of your building, it is imperative that your staff and contractors are strictly prohibited from altering any of the construction features of the building, and from reprogramming, altering, or obstructing any of the life safety systems. I am including a list of restrictions in this document that your building representatives must comply with to ensure safety and compliance with the fire and building codes the facility was constructed under. This list should also assist your staff in recognizing areas of specific interest that the code officials will review during future fire safety inspections of your facility. All future operational renovations, construction changes, interior alterations, life safety system modifications, equipment revisions and physical changes to the facility must be permitted and approved by the Orange County Fire Department prior to the implementation of the variation. I realize that some of the items below may not apply to your specific structure, but those that do must remain in compliance.

1. Reprogramming of the fire alarm systems is prohibited.
2. Reprogramming of the smoke control systems is prohibited.
3. Documentation of the bi-annual testing of the performance-based smoke control systems must be provided to the Fire Department upon request.
4. Obstructions to any exit door or exit discharge is strictly prohibited.
5. Additions or changes to the remote building HVAC system are prohibited.
6. Doors utilized by the performance-based smoke control system for make-up air must be tested and inspected annually.
7. The exit corridors must remain sterile. Storage or occupancy of any type is strictly prohibited.
8. All life safety systems must be inspected, tested, and maintained in accordance with the Florida Statute 633, Florida Administrative Rule 69A-3.012, and the Florida Fire Prevention Code.
9. Changes to locking hardware on exit doors are strictly prohibited.
10. Changes to areas of occupancy with security grilles and locking devices are strictly prohibited.

If my staff or I can be of any assistance, please do not hesitate to contact us.

Thank you for your staff's continuing efforts to ensure the life safety of the visitors to your facility.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Kucik", written over a light-colored rectangular background.

Daniel K. Kucik, Assistant Chief / Fire Marshal
Orange County Fire Rescue Department

