



Presidio Trust Fire Marshal's Office

1750 Lincoln Blvd. San Francisco, California 94129

Date: August 27, 2022

Revision: August 8, 2023

Standard: FAS-002

Title: Fire Alarm Temporary Shutdown

Approved By: Tomas Kaselionis

SCOPE:

Placing a fire alarm on temporary shutdown, also known as "on test."

1. United States Park Police Dispatch is the only entity that can place fire alarm on test.
2. Contractor/Property Manager Must:
 - 2.1. Provide **48-hour notice** before the start of work requiring temporary shutdown of fire alarm and security systems.
 - 2.2. Email the following information – **Building Address – Date and Time for system to be offline and the Account Number** (01-01-#####).
 - 2.3. If you do not have account number email FirePrevention@presidiotrust.gov to request account number.
3. Notify the following by email at least 48 hours in advance of work:
 - 3.1. USPP Park Dispatch: nps_uspp_sffo_comm_sec@nps.gov
 - 3.2. USPP Sgt. Michael Cameron: michael_cameron@nps.gov
 - 3.3. Presidio Trust Fire Marshal's Office: FirePrevention@presidiotrust.gov
 - 3.4. Presidio Trust Project Manager and/or Construction Manager
4. The Presidio Trust Project Manager and/or Construction Manager will notify Presidio Trust Asset Management to coordinate with tenants that may be affected by temporary fire alarm system shutdowns.
5. Phone numbers for reference or emergency:
 - 5.1. USPP Sgt. Michael Cameron: 415-561-5170 (Office) – 415-559-8572 (Mobile)
 - 5.2. USPP Park Dispatch Non-Emergency: 415-561-5505
 - 5.3. USPP Park Dispatch Emergency: 415-561-5656
 - 5.4. Presidio Trust Fire Marshal's Office 415-745-0319
6. Notify the following by email when work is complete:
 - 6.1. USPP Park Dispatch: nps_uspp_sffo_comm_sec@nps.gov
 - 6.2. USPP Sgt. Michael Cameron: michael_cameron@nps.gov
 - 6.3. Presidio Trust Fire Marshal's Office: FirePrevention@presidiotrust.gov
 - 6.4. Presidio Trust Project Manager and/or Construction Manager