



MT. HOPE-FUNKS GROVE FIRE PROTECTION DISTRICT

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309.874.2532

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Fire Chief

Although most of the fire alarm systems within the district come with a drill test button in the fire control panel, it is always best to activate your system during a drill with a different pull station each time the drill is run. Drill buttons may not be programmed to activate all notification appliances within the building. Furthermore, using different pull stations throughout the building will help verify the integrity of the system is in good order.

Drill Procedure

STEP 1. Call and place the system on test with METCOM (309-888-5030) for a determined amount of time 15 - 30 minutes. You will need to give them the Position Number.

STEP 2. Go to any pull station and pull it to activate the alarm. Once the alarm is activated you need to reset the pull station immediately.

NOTE: The pull station is likely secured with a key or a screw driver or an Allen Wrench. Be sure you have the proper device before activating the pull station.

STEP 3. Follow your fire drill procedure. Once the building is clear you can silence the alarm at the fire control panel with the silence button.

STEP 4. Once the fire drill is completed, push the reset button in the fire control panel to put the system back to a normal condition.

NOTE: The pull station must be reset before resetting the fire alarm panel or the system will go back into an alarm condition.

STEP 5. Re-contact METCOM at the number listed above and let them know that the drill is complete, and the alarm can be placed back in service.