



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Guide for Review and Approval of Temporary Locking Devices Used in Schools

For new installations, the administrative authority of the school building shall provide the following:

- 1) Sealed and signed construction documents with original seals and signatures in accordance with 1980 PA299. Two (2) sets to the Bureau of Construction Codes and one (1) set to the Bureau of Fire Services.
 - a. Plans showing location of each device with label of each room, type of door or door rating the device is installed on, and room capacity.
 - b. Diagrams of device / specification sheets concerning requirements of Section 2 (j, k, & l) of 2020 PA 45.
 - c. Installation instructions
- 2) Provide the name, title, address, telephone number of the contact person at the local fire department and the law enforcement agency that has jurisdiction over the building of the intended installation or use.
- 3) After plan review approval, apply for permits and inspections from the [enforcing agency](#) before using a newly installed device or system in the school building.

For existing installations installed prior to June 1, 2020, the administrative authority of the school building shall provide the following:

- 1.) Two (2) sets of construction documents to the Bureau of Construction Codes
 - a. Plans showing location of each device with label of each room, type of door or door rating the device is installed on, and room capacity.
 - b. Diagrams of device / specification sheets concerning requirements of Section 2 (j, k, & l) of 2020 PA 45.
 - c. Installation instructions
- 2.) Provide the name, title, address, telephone number of the contact person at the local fire department and the law enforcement agency that has jurisdiction over the building of the intended installation or use.
- 3.) After plan review approval, apply for permits and inspections from the [enforcing agency](#).

Note for new and existing installations: A list of personnel / school staff trained in locking and unlocking devices must be kept as record at each building.