

FIRE ALARM — CAUSE-AND-EFFECT, LOOP TESTS AND COMMISSIONING — QUALITY — ONE PER AREA

Fire detection and alarm system from devices to the cause-and-effect demonstration · installed to BS 5839-1, every device and so... KD-QA-EL-006 Rev A0

How this sheet works: the subcontractor ticks and initials each point as the work is checked. ONE named reviewer — the principal contractor's site manager or quality manager — releases every HOLD POINT on this sheet, all the way to completion. The client, contract administrator or clerk of works signs once, at the end. A stack of these signed at a desk is not evidence — every hold point needs a reading, a photo reference and a date. Issue with the activity RAMS.

1 WHERE — A STRANGER MUST BE ABLE TO FIND THIS AREA FROM THIS SHEET IN FIVE YEARS

BLOCK / BUILDING	LEVEL / FLOOR	PANEL / ZONE	GRIDLINES	DRAWING AND REVISION
PROJECT / SITE REF	SITE	SPEC CLAUSE / SCHEDULE	SUBCONTRACTOR INSPECTOR	REVIEWER — RELEASES THE HOLD POINTS

2 THE SPECIFIED SYSTEM — FROM THE SPECIFICATION AND THE DRAWINGS, NOT FROM MEMORY

SYSTEM CATEGORY AND FIRE STRATEGY REF	PANEL, LOOPS AND NETWORK	CAUSE-AND-EFFECT MATRIX REF AND REVISION
CABLE SPECIFICATION	INTERFACES ON THE MATRIX	HEALTHCARE PREMISES? (HTM 05-0...

3. Installation — before ceilings close

HOLD POINT

Every detector, call point, sounder and beacon at the drawing position; detector spacing, distance from walls and ceiling obstructions, and call-point travel distances within the BS 5839-1 limits

BS 5839-1 · Drawing

Cables of the grade in section 2 on fire-resistant fixings at the spacing the specification states — no plastic clips or ties as the sole support; segregated from other services as BS 5839-1 requires

BS 5839-1 · BS 8519

Loop isolators at the positions the design requires; every device addressed and labelled with its zone and address

BS 5839-1 · Spec

Penetrations fire-stopped to the tested system and recorded on KD-QA-FP; photographs of the route before enclosure

Spec

DEVICES FITTED / ON SCHEDULE	PHOTO REFS
------------------------------	------------

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
--------	------	------	-----	-----------------	--------------	--------------------

SUB SELF-CHECK — INITIALS	DATE	HOLD RELEASED BY THE REVIEWER — SIGNATURE	TIME	DATE
---------------------------	------	---	------	------

4. Loop and cable tests

WITNESS

Insulation resistance and continuity of every loop and radial recorded before connection to the panel; earth-fault-free

BS 5839-1 · IET GN3

Loop resistance and capacitance within the panel manufacturer's limits — readings recorded per loop

TDS

LOOP RESISTANCE (Ω) / IR ($M\Omega$) PER LOOP

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
--------	------	------	-----	-----------------	--------------	--------------------

SUB SELF-CHECK — INITIALS	DATE	WITNESSED BY THE REVIEWER — NAME	DATE
---------------------------	------	----------------------------------	------

5. Device commissioning — every device tested

WITNESS

Every detector tested with the test method for its type and every call point operated — the panel showing the right address and text for each; recorded on the device schedule

BS 5839-1

Sound pressure level measured at the positions the specification names and not below the BS 5839-1 minimum for the area type — readings recorded; visual alarm devices seen in the areas they serve

BS 5839-1

Healthcare premises — device types, alarm signals and staff alarm arrangements as HTM 05-03 requires

HTM 05-03

DEVICES TESTED / TOTAL	LOWEST SOUND LEVEL MEASURED (DB(A)) / WHERE
------------------------	---

RESULT	Pass	Fail	N/A	NCR REF IF FAIL	PHOTO REF(S)	Date/time on photo
--------	------	------	-----	-----------------	--------------	--------------------

NO.	WHERE (ELEMENT / POSITION)	DEFECT FOUND	FIXED BY / DATE	RE-CHECKED BY / DATE	OK?

10 NON-CONFORMANCES FOR THIS AREA — ONE BLOCK PER NCR; CLOSED BY SOMEONE OTHER THAN THE FIXER

NCR 1 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE RE-INSPECTED BY (NOT THE FIXER) / DATE PHOTO REF(S)

NCR 2 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE RE-INSPECTED BY (NOT THE FIXER) / DATE PHOTO REF(S)

NCR 3 — REFERENCE POINT OWNER (NAMED PERSON) DUE STATUS

WHAT WAS FOUND — AGAINST WHICH ACCEPTANCE CRITERION; WHERE; EXTENT

CORRECTIVE ACTION, AND WHAT STOPS IT HAPPENING AGAIN

FIXED BY / DATE RE-INSPECTED BY (NOT THE FIXER) / DATE PHOTO REF(S)

11 PHOTO LOG — WHAT EACH PHOTO REFERENCE SHOWS

PHOTO REF	POINT	WHAT IT SHOWS (LOCATION, ELEMENT, READING VISIBLE)	DATE / TIME	TAKEN BY

12 NOTES FOR THIS AREA

ANYTHING THE NEXT PERSON NEEDS TO KNOW — AGREEMENTS, DEVIATIONS FROM THE SPECIFICATION, ACCESS LIMITS, ITEMS CARRIED TO THE NEXT VISIT

13 RELEASE

The reviewer confirms every hold point on this sheet was released and every snag and non-conformance is closed; the client, contract administrator or clerk of works then signs once. This sheet goes in the handover file with the photos it references.

Subcontractor — work complete and self-checked:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Reviewer — all hold points released, all snags and non-conformances closed:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

Client / contract administrator / clerk of works — final sign-off:

PRINTED NAME	ROLE / POSITION	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-08-29	first-issue	First issue.	— not yet approved —
A0	2026-08-29	review	Approved for issue by the author. Content unchanged from the draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.