

FIRE ALARM AND DETECTION ISOLATION PERMIT

COPY 1 OF 2 — DISPLAY AT WORK SITE

Isolation of detectors, zones, call points or the panel — with the interim precautions that replace them

KD-PTW-FI-023 Rev A0

The Fire Safety Order makes the responsible person keep detection and alarm systems in efficient working order (art 17); isolating part of a system for works is an impairment that needs a decision, interim precautions, a time limit and a restoration check — the system is maintained to BS 5839-1 and, in hospitals, HTM 05-03 Part B and the Trust's own procedure govern the disablement. Dusty work, hot works and ceiling work in an occupied building are the usual triggers. The person who can isolate is the person the responsible person has authorised — not the contractor.

1 PERMIT IDENTIFICATION

PERMIT NUMBER	PROJECT / SITE REF	SITE NAME AND ADDRESS	DATE OF ISSUE
VALID FROM (DATE & TIME)	VALID TO (DATE & TIME)	CROSS-REFERENCED PERMITS / CERTIFICATES	

2 LOCATION AND DESCRIPTION OF WORK

EXACT LOCATION	CONTRACTOR / TRADE		
DESCRIPTION OF THE WORK, AND ITS LIMITATIONS			
RAMS REFERENCE	PERSON IN CHARGE ON SITE	OPERATIVES	SUPERVISOR

3 THE ISOLATION

SYSTEM / PANEL	WHAT IS ISOLATED — ZONES, LOOPS, DEVICES, CALL POINTS, CAUSE-AND-EFFECT	REASON	
ISOLATION CARRIED OUT BY (AUTHORISED PERSON)	ISOLATED AT (DATE / TIME)	MAXIMUM DURATION	FIRE SERVICE / ARC / INSURER NOTIFIED?

4 INTERIM PRECAUTIONS — THE ISOLATION IS NOT AUTHORISED UNTIL THESE ARE IN PLACE

- Fire watch / patrol of the isolated area at the stated interval; patrol record kept
- Occupants and adjacent departments informed; in a hospital, the ward / department manager and switchboard told
- Manual means of raising the alarm confirmed — call points outside the isolation, radios, runners; evacuation route unchanged
- Hot works only under KD-PTW-HW-001 with a fire watch; extinguishers at the work face
- Detectors covered, not removed, where covering suffices; covers logged for removal before restoration
- Restoration planned: who restores, when, and the test that proves the system is back (devices tested, panel clear of faults)

FIRE WATCH / PATROL INTERVAL AND PERSON	EMERGENCY CONTACT FOR THE ISOLATED AREA	RESTORATION TO BE BY (NAME)

5 RESTORATION

RESTORED AT (DATE / TIME)	DEVICES / ZONES TESTED AND PROVED (LIST)	PANEL CLEAR OF FAULTS AND DISABLEME...	RESTORED BY

FIRE ALARM AND DETECTION ISOLATION PERMIT

COPY 2 OF 2 — RETAIN AT PERMIT CONTROL POINT

Authorisation · acceptance · handover · hand-back · cancellation

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6 ISSUE — ISSUING AUTHORITY

I certify that the hazards of this work have been identified and assessed, that the work site has been examined, and that all precautions specified in this permit — including all isolations — have in fact been taken.

The issuing authority for this permit is the person the responsible person has authorised to impair the fire system — in healthcare, the Authorised Person (Fire) or their nominee.

I confirm the validity period is specific to this work period and is not open-ended.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

7 AUTHORISATION — SECOND PERSON CHECK BEFORE ISSUE

HSE requires the permit to be seen by a second person before it is issued. I have reviewed this permit and am satisfied it is complete, the scope is properly limited, and it does not conflict with any other permit live in this area.

PRINTED NAME	APPOINTED ROLE	COMPANY	SIGNATURE	DATE	TIME

8 ACCEPTANCE — PERFORMING AUTHORITY

I have read and understood this permit. I understand the hazards and the precautions, I have briefed everyone working under it, and those precautions will be observed for the duration of the work. I will not exceed the scope or the validity period stated.

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

9 EXTENSION / SHIFT HANDOVER

Complete only where the work continues into a further period. Confirm the plant remains safe and the incoming acceptor is aware of the hazards.

EXTENDED TO (DATE & TIME)	ISSUING AUTHORITY SIG	INCOMING ACCEPTOR SIG	RE-CHECKED (Y/N)
EXTENDED TO (DATE & TIME)	ISSUING AUTHORITY SIG	INCOMING ACCEPTOR SIG	RE-CHECKED (Y/N)

10 SUSPENSION

HSE requires suspended permits to be retained on the permit system, with the condition the plant has been left in and the consequences for other activities recorded.

DATE & TIME SUSPENDED	REASON, AND CONDITION PLANT LEFT IN	SIGNED

11 HAND-BACK — PERFORMING AUTHORITY

I certify that the work described in this permit is complete or has been stopped, that all persons and equipment under my control have been withdrawn, and that the area has been left in a safe and clean condition.

☐ Work COMPLETED ☐ Work PARTIALLY completed ☐ Work STOPPED and not completed

PRINTED NAME	SIGNATURE	DATE	TIME	OUTSTANDING ITEMS

12 CANCELLATION — ISSUING AUTHORITY

I certify that the system has been restored and tested, the panel is clear, the covers are removed, occupants have been told, and this permit is cancelled.

PRINTED NAME	SIGNATURE	DATE	TIME	REGISTER (INITIALS)

On cancellation, flatten this PDF before archiving so the record cannot be silently edited. Retain for a minimum of 30 days on site (HSG250), then archive in line with your retention schedule.

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	2026-08-28	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.