

METHOD STATEMENT**Method Statement
of
Fire Alarm Testing****CONTENTS**

1 SCOPE	2
2 ABOUT REACTION GROUP	2
3 THE LAW	2
4 INSPECTION AND TESTING	3
5 REPORTS	3
6 RISK ASSESSMENT	3
7 METHOD STATEMENT REVIEW	4

METHOD STATEMENT

1. SCOPE

This document has been prepared with a view to detailing and informing the customer in respect of the Fire Alarm testing undertaken by Reaction Group. Reaction Group performs these activities under the British Standards 5839-1:2013, which is a document produced by and available from the British Standards.

This code of practice gives recommendations and guidance of Non-Domestic Fire Alarm systems.

2. ABOUT REACTION GROUP

Reaction Group is committed to providing a quality cost effective Fire Alarm Testing to our Customers believing that our success is based on the success of our customers. We believe in an open and honest relationship and will endeavour to meet our customer requirements where practically possible.

3. THE LAW

Under UK law The Health and Safety at Work Act puts the responsibility to employers for ensuring the safety and health of their employees and the public, if these are at risk from those work activities, this includes Fire Alarms

The legislation of specific relevance to electrical maintenance is:

- The Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999 (amended 2006)
- The Workplace (Health, Safety and Welfare) Regulations 1992
- Regulatory Reform (Fire Safety Order)

METHOD STATEMENT

4. INSPECTION AND SERVICING

- On arrival to site, if required a site induction will be undertaken
- Customer needs to be aware that when Fire Alarms are tested there will be a period of alarms sounding at up to 85 decibels.
- Full visual inspection of the fire alarm system to be taken place and risks identified
- Testing of all input devices, I.E smoke detectors, heat detectors, Manual call points
- Testing of all output devices, I.E sounders, bells, Alarm receiving centres
- All works to be carried out to BS 5839-1:2013
- Testing of back-up power supplies to ensure continuity of alarm in case of power failure.
- Details of visit to be recorded in clients log book
- Work areas to be left clean and inspected by customer.

5. REPORTS

Upon Completion of the inspection, a report shall be generated detailing the tests and results undertaken. This report shall be forwarded to the nominated customer contact. Reaction Group will provide the reports in in pdf format and emailed to nominated customer contact.

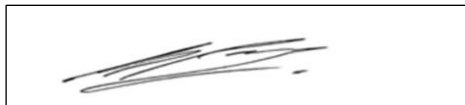
6. RISK ASSESSMENT

Reaction Group is committed to working in a safe environment for its own employees, customer employees and visitors to customer premises at the time of testing. As such specific hazards in the working environment have been identified in Reactions Risk Assessment RA-10, and can be discussed with the duty holder prior to commencement of the works.

METHOD STATEMENT**METHOD STATEMENT REVIEW****Written by:** Mike Holland-Porter**Position:** Technical Director**Date:** 14/02/2020**Review Date:** 14/02/2021

This Method Statement is to assist with the process of carrying out Fire Alarm Testing on customers sites and works in conjunction with RA-10, Fire Alarm risk assessment.

If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.



Mike Holland-Porter - Technical Director