

# Tipperary Fire & Rescue Service

Hotels Fire Safety Webinar

## Management Strategy - Certification

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# Objectives

- Servicing and the certificates you receive
- Various Equipment to be maintained



# Fire Alarm System

- Ensure correct code and year is on the Certificate  
**IS 3218: 2013+ A1 2019**
- Normative Certificate  
Annex D1,  
Servicing/Testing
- Quarterly Tests if >20 devices.
- Service Log and Zonal Chart/Map
- Recording weekly checks in Fire Safety Register i.e. Panel, Drills etc



# Fire Alarm System- Certification

I.S. 3218:2013+A1:2019



## Annex D 1 (normative)

### Fire detection and alarm system- Annual Certificate of Servicing/Testing

Page 1 of 2

[to be given to the user after completion of service]

[this certificate may be printed on company headed paper]

Certificate number: .....

Name of premises: .....

Address of premises: .....

Protected area(s) covered by this certificate: .....

#### System Details

Details of the "responsible person" for the system have been issued to system Service Provider  Yes  No

Has the system Certificate of Design been made available to the Service Provider for inspection  Yes  No

System Category (tick as appropriate)

I.S. 3218:  1989  2009  2013  2019

P1	P2	M	L4	L3	L2/L4	L2/L3	L1	X	Unknown

Does the Certificate of Design note any system design variations?  Yes  No

Are the system "as installed" drawings available for inspection?  Yes  No

Are the Certificate(s) of installation available for inspection?  Yes  No

Are the Certificate(s) of commissioning available for inspection?  Yes  No

#### Site Inspection Records

Date Tested
Periodic Service Inspection and Test
Periodic Service Inspection and Test
Periodic Service Inspection and Test
Annual Service Inspection and Test

NOTE Page 2 of this certificate shall be completed, signed, and dated.

I.S. 3218:2013+A1:2019

## Annex D 1 (normative)

### Fire detection and alarm system- Annual Certificate of Servicing/Testing

Page 2 of 2

#### Declaration

I/We hereby certify that the Fire Detection and Alarm System installed in the protected area at the above premises has been serviced & tested in accordance with the requirements of I.S. 3218:2013+A1:2019 and as detailed in the relevant service reports.

I/We confirm my/our competence to undertake this work and to the best of my/our knowledge and ability the Annual Inspection and Test works have been completed and the system is currently operational and any ongoing works and/or deviations from the system design and/or annual service, inspection and test requirements have been notified to the responsible person for the system and recorded in the system log book.

With the following variations:

.....

.....

.....

.....

.....

#### Service Provider Details

Name (Print): .....

Position: .....

Signature: ..... Date: .....

For and on behalf of Service Provider: .....

Address: .....

Telephone Number: .....



# Fire Alarm System- Certification

I.S. 3218:2013+A1:2019

**Annex D2**  
(normative)

**Fire detection and alarm system: schedule of servicing/testing**

(E)

**[this certificate may be printed on company headed paper and shall be affixed adjacent to fire alarm control panel]**

Name of Company and or Person responsible for Servicing/Testing.....

Address of above.....

SCHEDULE OF TESTING OF FIRE ALARM SYSTEM AT:

Name of premises .....

Address of premises .....

System:

Protected Areas	_____
	_____
	_____
	_____
	_____

**Planned Servicing Frequency**

Weekly	Monthly	2 Monthly	Quarterly	6 Monthly	Other

This is to certify that the detection and alarm system(s) as outlined above have been serviced and tested on the latest date indicated below in accordance with the requirements of I.S. 3218:2013+A1:2019 and as set out in the relevant detailed report.

The system(s) are in acceptable working order and any ongoing work or exceptions are noted in the system logbook on the relevant date.

The responsible person has been notified of all such entries.

Next service due within 4 weeks of	Engineer's Name	Signature	Date
/ /			/ /
/ /			/ /
/ /			/ /
/ /			/ /

The Annex D2 normative Certificate should be on display adjacent to the Fire alarm panel.

The Annex D1 should be kept on record in Fire Safety Register.



# Fire Alarm Panel



Conventional Fire Alarm Panel

Addressable Fire Alarm Panel



# Fire Alarm Zonal Chart

## FIRE ZONE PLAN

Project Name/Address



FIRST FLOOR



SECOND FLOOR



GROUND FLOOR

Client  
Logo

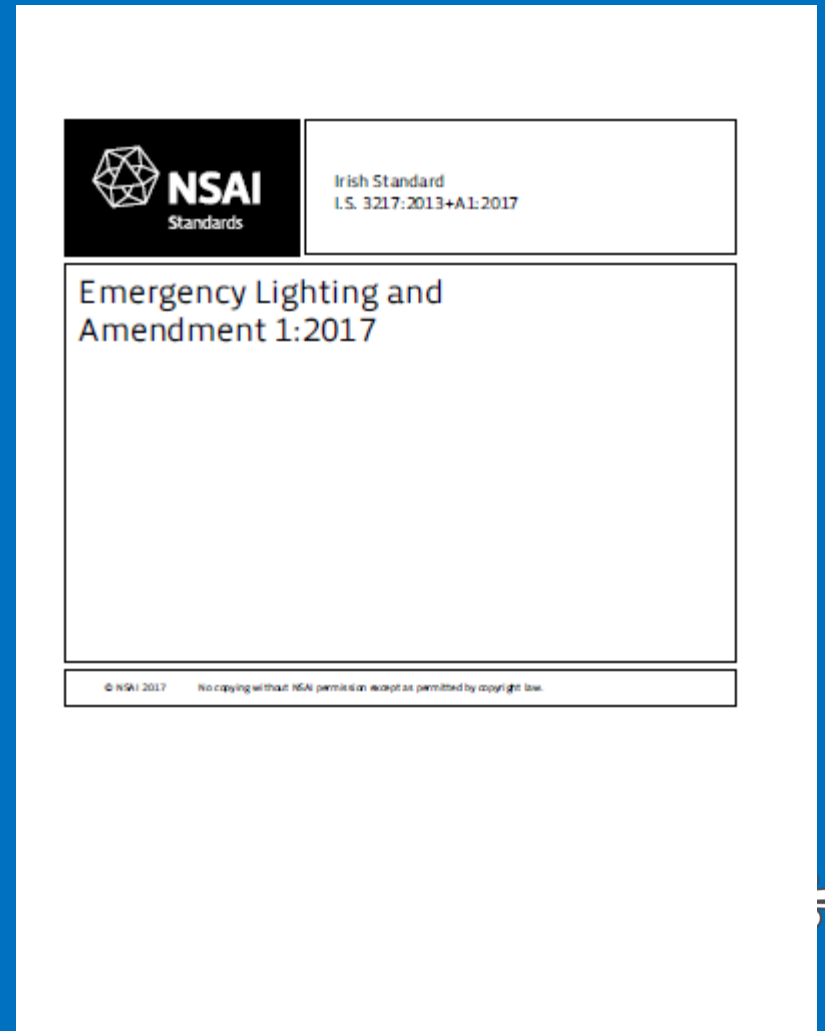
Company  
Details

Fire Plans by Original CAD Solutions Ltd  
www.originalcad.co.uk



# Emergency Lighting System

- Ensure correct code and year is on the Certificate  
**IS 3217: 2013+A1:2017**
- Normative Certificate
  - Annex C6 - Annual Servicing/Testing
- checks in Fire Safety Register  
i.e. Lights, LEDS etc





# Emergency Lighting System

- Maintained
- Non-Maintained
- LED – green or red
- Test Switch (CTU)
- 3-Hour Check



# Emergency Lighting System

- IS 3217: 2013- "Responsibility of the owner/occupier/management of the building that the emergency lighting system is maintained"
- **Weekly** - visually check that each emergency lighting lamp in all maintained type and or combined (sustained) type emergency luminaires, are operational and illuminated,
- Check register for faults and that they have been actioned and rectified. i.e. ensure that all non-illuminating lamps are replaced.
- Quarterly- Test for 30mins(3hrs systems)-**competent professional** .



# Emergency Lighting System

LS. 3217:2013+A1:2017

## Annex C6 (normative)

### Emergency Lighting System Certificate for Annual Inspection & Testing

This is not a final certificate of commissioning.

This certificate shall be printed on paper clearly showing the inspection, testing or servicing company's details.

A copy of this certificate shall be retained by the person/company responsible for issuing it.

Certificate Number: .....

Applicable standard(s) to which the Emergency Lighting System was installed and is now being certified against: [tick appropriate box(s)]

LS. 3217:1989  LS. 3217:2008  LS. 3217:2013  <sup>11</sup>LS. 3217:2013+A1:2017

Is commissioning certificate available Yes  No  [tick appropriate box]

Building Name, Owner and/or Occupier .....

Address of Building .....

Description of Works and area being certified .....

<sup>12</sup>As installed drawing(s) .....

System type:  [tick appropriate box(s)]  Self-contained  Central Powered System  ATS

Comments on system type: .....

I/We hereby certify that the Emergency Lighting System at the above building and as detailed above, has been inspected and tested by me in accordance with the relevant requirements of 16.2.5 of <sup>11</sup>LS. 3217:2013+A1:2017 and with reference to the applicable standard(s) to which the emergency lighting system was installed, confirm that there are no deviations or faults with the system as of the date of this declaration.

I/We confirm our competence to carry out this work.

Name: ..... Position: .....

Signed: ..... Date: ...../...../.....

For and on behalf of (company) .....

Comments: .....

<sup>11</sup>  LS. 3217:2013+A1:2017

<sup>12</sup>  As installed

LS. 3217:2013+A1:2017

## Annex C7 (normative)

### Emergency Lighting System Report for inspection, testing & servicing

This is not a certificate for annual inspection and testing or a final certificate of commissioning. This report shall be printed on paper clearly showing the inspection, testing or servicing company's details.

Applicable standard to which the Emergency Lighting System was installed [tick appropriate box(s)]

LS. 3217:1989  LS. 3217:2008  LS. 3217:2013  <sup>13</sup>LS. 3217:2013+A1:2017

Evidence Of Commissioning Available Yes  No  (tick appropriate box)

Building Name Owner and/or Occupier .....

Address of Building .....

Description of Works .....

<sup>14</sup>As installed Drawing(s) .....

The Inspection, Testing and Servicing work covered by this report is set out below (tick appropriate box):

- Quarterly Inspection and Test
- Special Servicing following a fault
- Other non-routine attention

I/We hereby declare that the Emergency Lighting System at the above building, and as detailed above, has been inspected, tested and/or serviced by me/us in accordance with the requirements of 16.2.4 (quarterly inspection) of <sup>13</sup>LS. 3217:2013+A1:2017 and with reference to the applicable standard(s) to which the emergency lighting system was installed, that all relevant details have been recorded in the logbook in accordance with Clause 14 and the schedule for periodic inspections & tests due dates has been updated.

I/We hereby declare that were this report relates to a special servicing following a fault(s) and/or other non-routine attention that the details of any deficiencies, defects and/or faults otherwise discovered and any necessary corrective action(s) required or carried out have been recorded in the logbook.

Comment/Recommendations: .....

I/We confirm my/our competence to undertake this work.

Name: ..... Position: .....

Signed: ..... Date: ...../...../.....

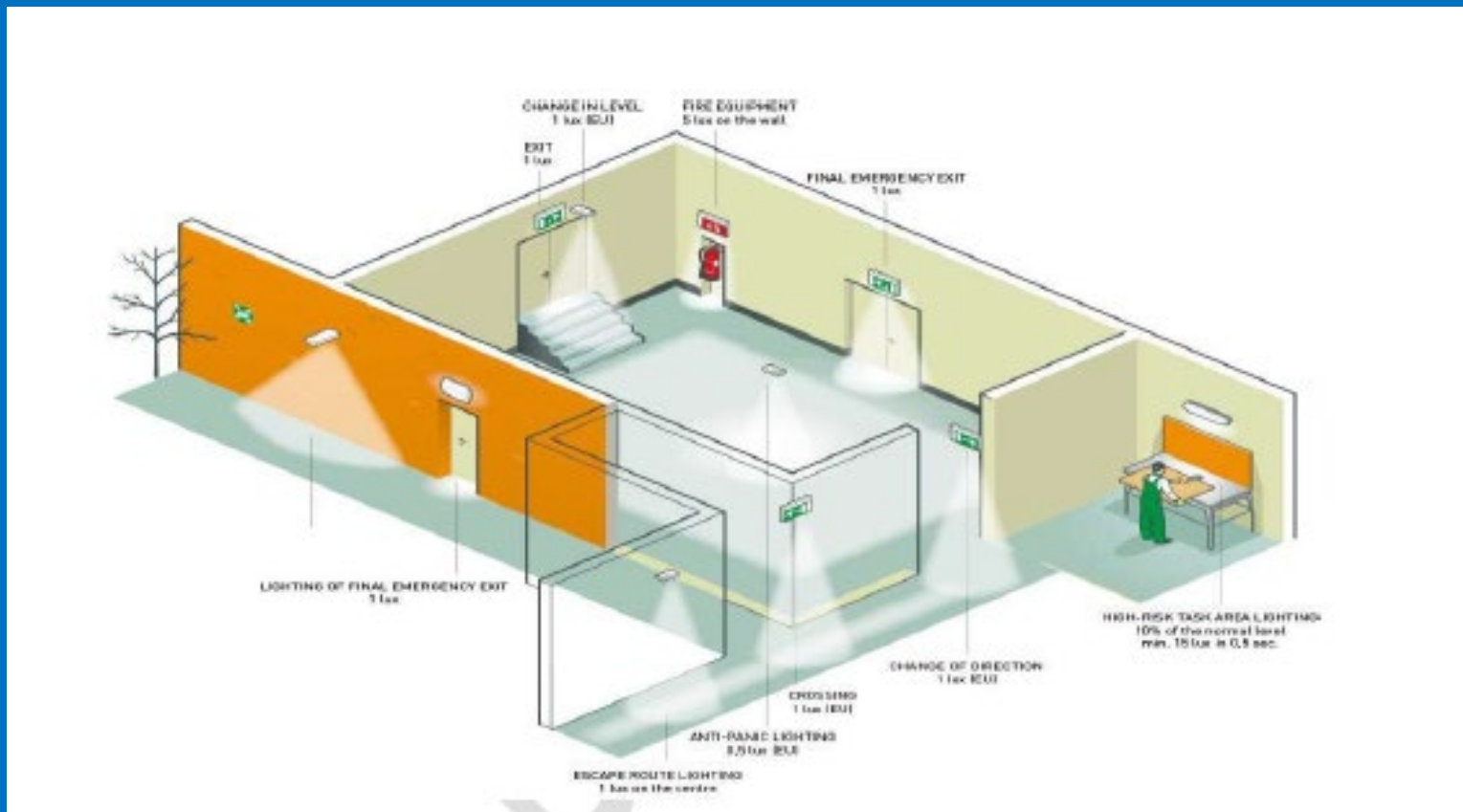
For and on behalf of (company) .....

<sup>13</sup>  LS. 3217:2013+A1:2017

<sup>14</sup>  As installed

# Emergency Lighting System

- Typical layout of some emergency lighting locations in a building:



# EU Classification of fires.

- “Class A” – Solids e.g. Paper, Wood, cloth
- “Class B” – Flammable Liquids e.g. Petrol, oil, paint but not cooking oils/fats
- “Class C” – Flammable Gases e.g. Natural gas, hydrogen, propane, butane
- “Class D” – Combustible Metals e.g. Magnesium, Sodium, potassium
- “Class F” – Cooking oil and fats e.g. Kitchen fires
- “Class E” – Electrical e.g. Appliances



# Fire Fighting Equipment

Red



**Water** Use on Paper, wood, etc.  
**Not** electrical, liquids or gases



Cream



**Foam** Use on Solids & liquids  
**Not** electrical or gases



Blue



**Powder** Use on Solids, liquids, gases & electrical



Black

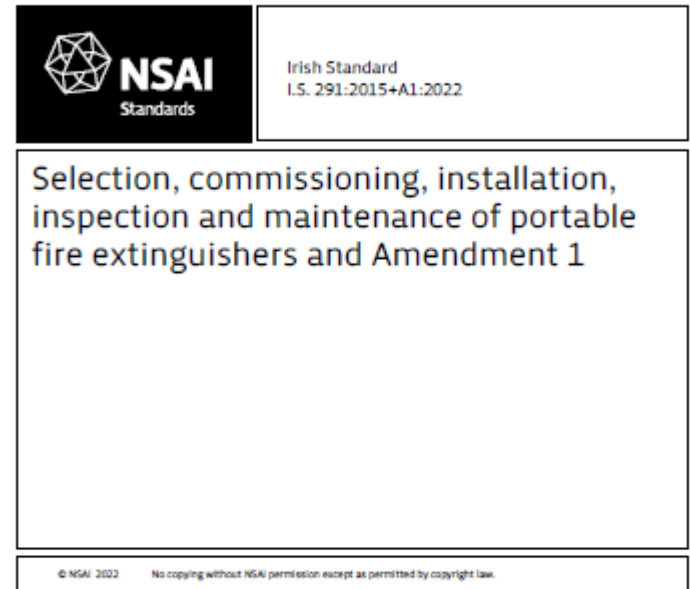


**CO<sub>2</sub>** Electrical, safe on most small fires



# Fire Fighting Equipment

- Ensure correct code and year is on the Certificate  
**IS 291: 2015 + A1 2022**
- Recording monthly checks in Fire Safety Register i.e. Gauges, Tags, Mounting, Signage etc
- Staff should be trained in the use.
- Ensure training (name-date-person delivering) is recorded in FSR



# Fire Fighting Equipment

- All extinguishers should be visually inspected **monthly** to ensure that they:
  - are in their proper positions with adequate signage and have a correct mounting, wall / stand;
  - have not been discharged;
  - have not had their seals or tabs broken;
  - have not lost pressure (indicator gauge);
  - have the maintenance label properly attached;
  - have not suffered obvious damage.
  
- The **annual inspection** of the firefighting equipment must be carried out by a competent service organisation and the certificate of test submitted in accordance with the recommendations of I.S. 291:2015 + A1 2019



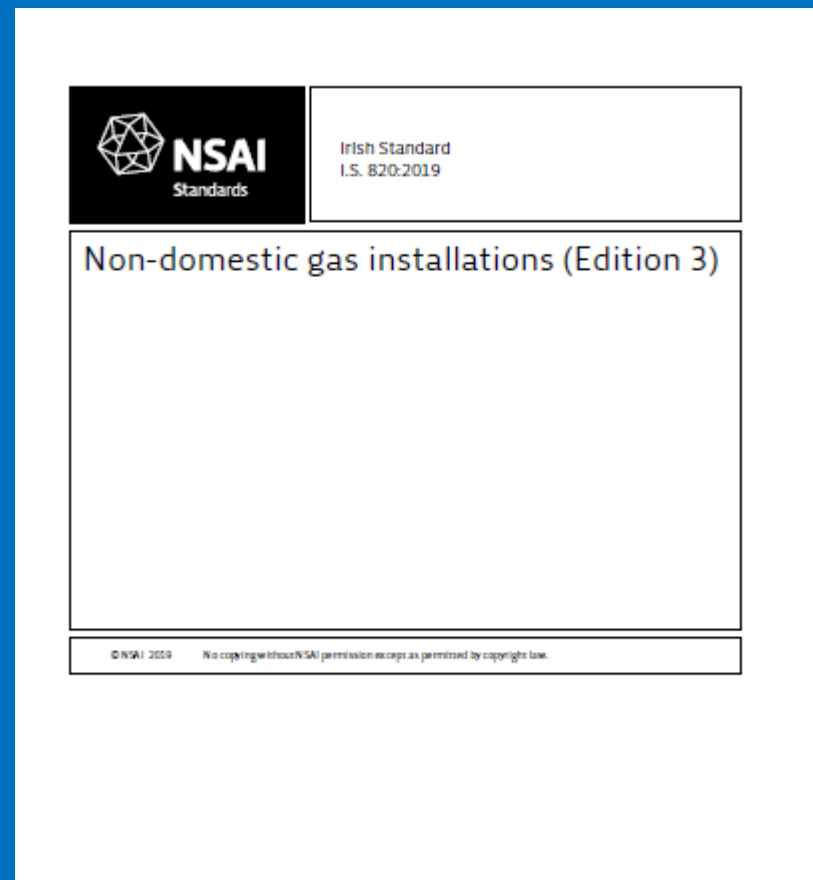




# Gas Appliances

LPG common in Commercial Kitchens

- **Gas installations** shall be tested by a competent person in accordance with the guidance set out in Annex E of IS 820:2019
- Any Gas appliance or boilers should be inspected and serviced annually
- Competency: reference the RGII website for list of approved gas professionals.



# Kitchen Ductwork Cleaning

Guidance through the BESA TR19 document reference –  
**Building Engineering and Services Association**

How often should I clean my extract system?

Using the frequency table you can ensure your extract system adheres to TR19 conditions. Please also bear in mind busy periods such as Christmas and school holidays where the extract system will be working harder to draw the greasy air out of the kitchen.

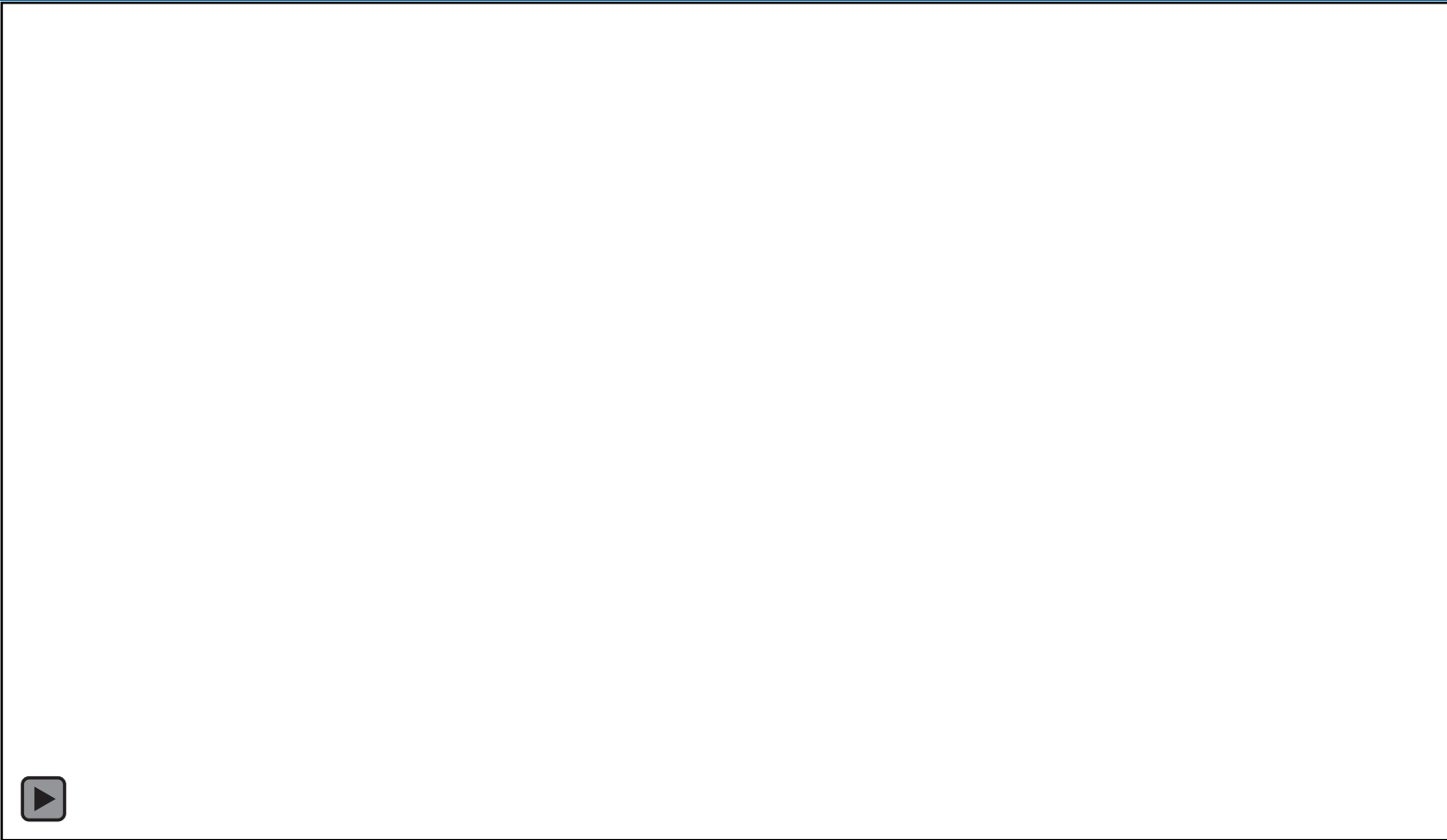
Frequency	Hours Per Day	Clean Required
Heavy Use	12-16	3 Months
Moderate Use	6-12	6 Months
Low Use	2-6	12 Months

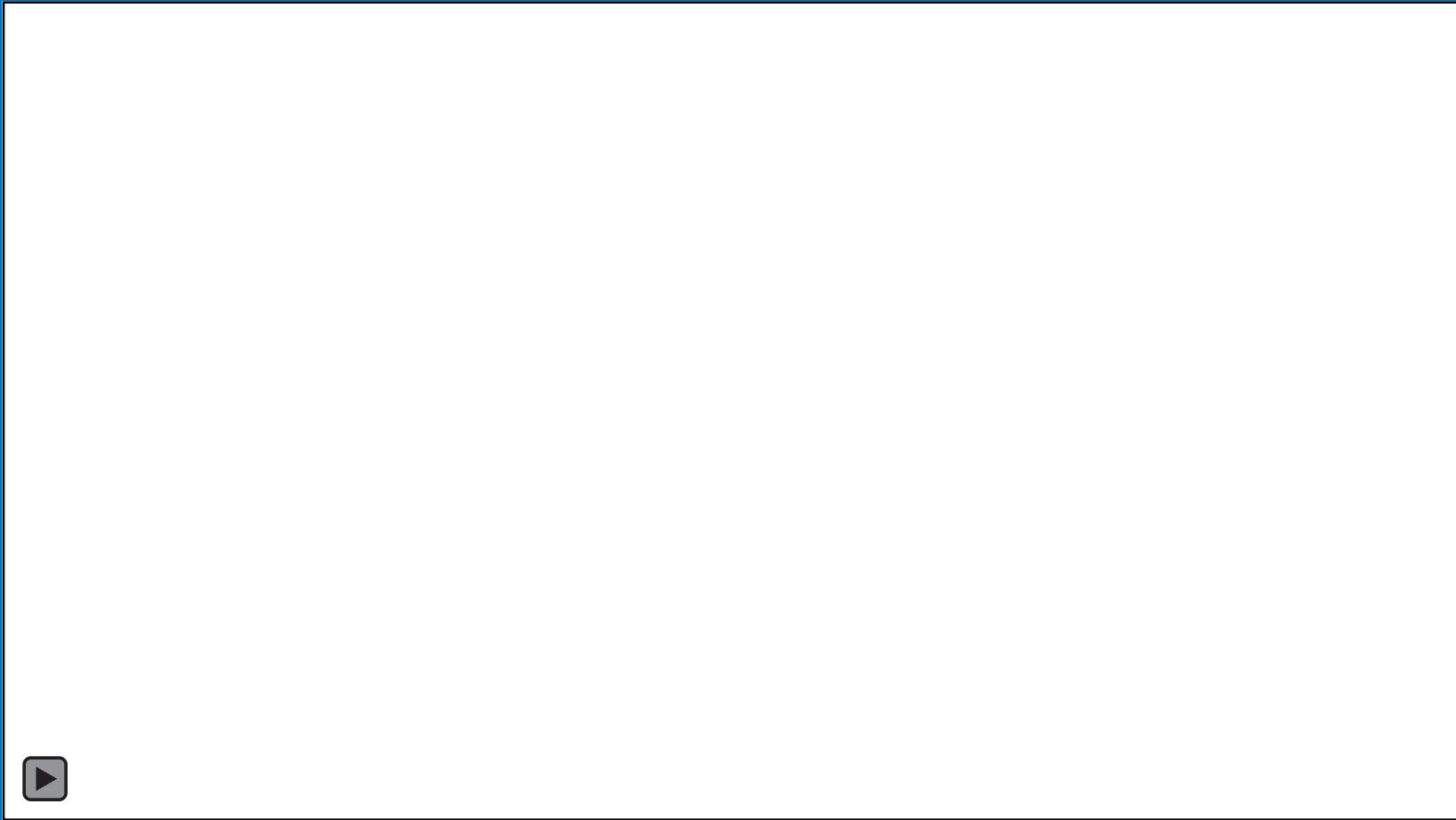


# Other Equipment to Record in Checks

- Fire Hydrants – checked annually – IS391 Standard
- Periodical inspections of the vicinity of all hydrants should be made to ensure that there are no obstructions impeding accessibility and that hydrant indicator plates are in position.
- Suppression Systems - Ansul
- Boilers- serviced annually
- Hose Reels – IS EN 671 Certification







# Questions?

