**INSPECTION, TEST, VERIFICATION & STATUS REPORT**

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| **ITP Description:** | Fire and EWIS Panel Installation | | | | **Revision** | |  | **SYMBOLS FOR OPERATION** |
| **ITP Number:** | GMF-ITPS-018 | | | | **Prepared By** | | Drew Brooks | A-APPROVAL / W-WITNESSED / T-TEST / C- CERTIFICATE / H-HELD / G-GENERAL / I-INSPECTED  GM Fire: Onsite Representative (GMR) Principle Contractor: (PC)  Consultant: (CS) Client: (CL) |
| **Trade:** | Fire Services | | | | **Signature** | |  |
| **Project Number:** |  | | | | **Approved By** | | James Pretty |
| **Project Name:** |  | | | | **Signature** | |  |
| **Project Address:** |  | | | | **Date** | |  |
| **Site Specific Details** | | | | | | | | |
| Frequency of inspection and testing: | | |  Level |  Area |  |  Other: |  |  |
| Building: |  | | | | | | | |
| Level: |  | | | | | | | |
| Area: |  | | | | | | | |
| **Hold Point Details** | | | | | | | | |
| Hold Point Required:  Yes | | |  No |  Other: |  |  |  |  |
| GM Sign Off | | Name: | | | | Signature: | | |
| PC Sign Off | | Name: | | | | Signature: | | |
| CS Sign Off | | Name: | | | | Signature: | | |

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| **ITEM** | **DESCRIPTION OF ACTIVITIES** | **ACCEPTANCE CRITERIA SPECIFIED** | **COMMISSIONNIG CODES AND REQUIRED DOCUEMNTATION** | **DRAWING**  **REFERENCE**  **NUMBER** | **QUALITY CONTROL** | **PERFORMED AND/OR WITNESSED BY:** | | | | **DATE** |
| **GM** | **PC** | **CS** | **CL** |
| **FIRE INDICATOR PANEL** | | | | | | | | | | |
|  | Check – Location   1. Installed in a location protected by the FDAS (expect where external to building) 2. Operation of FIP shall not affect evacuation of building 3. Located in an area which presents low risk of damage to equipment and persons 4. Not mounted in any rooms containing sprinkler, pumps or motors |  |  |  |  |  |  |  |  |  |
|  | Check – Particulars   1. Have controls and indicators not less than 750mm and not more than 1850mm above floor level. 2. Have unobstructed access to controls and indicators 3. Be mounted above ground level to protect batteries/on a plinth |  |  |  |  |  |  |  |  |  |
|  | Check –  Where the FIP is obscured by a door ensure the words “FIRE PANEL” in letters not less than 50mm high.  There SHALL be no other lettering on the door |  |  |  |  |  |  |  |  |  |
|  | Check – Clearance  1000mm in front of FIP and 500mm to each side shall be maintained |  |  |  |  |  |  |  |  |  |
|  | Zone Block Plan –  Installation shall be securely mounted and easily accessible. |  |  |  |  |  |  |  |  |  |
|  | Manual Call point – Manual call point must be installed at the entry point to site if the FIP is not located close to that point. |  |  |  |  |  |  |  |  |  |
|  | Check –  Power cabling is installed at FIP location |  |  |  |  |  |  |  |  |  |
|  | Check –  Location strobe on front of building is installed and operational. |  |  |  |  |  |  |  |  |  |
| **EWIS PANEL** | | | | | | | | | | |
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| 1 | CABLE TYPE & SIZE TO DESIGN CRITERIA | AS1670.1-2018 Have a  cross sectional area of no less than 0.75mm2  AS3000 | C5.4.0 Wiring   Pass | Drawing Number: | I |  |  |  |  |  |
| 2 | CABLE HEIGHTS & LOCATION ADEQUATE FOR FIT OFF | AS1670.1-2018: internal domestic and office situations where cabling is mounted on walls at heights above 1.5m  AS3000 | C5.2.5 Control Loops   * Pass   C5.4.0 Wiring   * Pass | Drawing Number: | I |  |  |  |  |  |
| 3 | CABLE FIXED TO SPECIFIED REQUIREMENTS | AS3000-2018: Where a  wiring system is not resting on a continuous surface it shall be supported by suitable means in accordance with Clause 3.3.9 | C5.2.5 Control Loops   * Pass   C5.4.0 Wiring   * Pass | Drawing Number: | I |  |  |  |  |  |

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| 4 | DETECTOR BASES FITTED OFF | AS1670, AS1668: Detectors that can be contaminated by construction works should not be fitted unless suitably protected until the construction works are completed. | N/A |  | I |  |  |  |  |  |
| 5 | DETECTOR HEADS INSTALLED & TYPE CHECKED | Detector type to appropriate location.  Installed to Latest RCP | C5.6.0 Sensors/Detectors   * Pass | Drawing Number: | I |  |  |  |  |  |
| 6 | MANUAL CALL POINTS INSTALLED | AS1670.1-2018: An MCP  shall be mounted between 750 mm and 1100 mm above floor level and a clear space of 600 mm shall be provided in a semi-circle in front of the MCP. | C5.10.0 Manual Call Points   * Pass | Drawing Number: | I |  |  |  |  |  |
| 7 | STROBES FITTED OFF | AS1670.1-2018: Check with Design Drawing and/or RCP | C5.2.2 Set Points   * Pass | Drawing Number: | I |  |  |  |  |  |
| 8 | SPEAKERS INSTALLED | AS1670: Check with Design Drawing and/or RCP |  | Drawing Number: | I |  |  |  |  |  |
| 9 | WARDEN INTERCOM PHONES | AS1670.4-2018: The WIP  handset shall be mounted at a height of not less than 1200 mm and not more than 1800 mm above finished floor level. | C6.2.8 Warden Intercom Phones   * Pass | Drawing Number: | I |  |  |  |  |  |
| 10 | SPRINKLER INTERFACES FITTED | AS1670.1-2018: The ‘end-  to-end’ test should include | C5.2.2 Set Points | Drawing Number: | I |  |  |  |  |  |

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|  | OFF | the activation of associated detection devices to confirm that all required functions operate correctly in accordance with the system interface matrix. | * Pass   C5.8.0 Modules Input/Output   * Pass |  |  |  |  |  |  |  |
| 11 | FIRE RATING TO PENETRATIONS CORRECT | AS4072.1-2018: Ensure  correct Test Report is used – refer to FRL requirements on wall selection | N/A | Drawing Number: | I |  |  |  |  |  |
| 12 | LABELS AFFIXED | AS4072.1-2018: The label should be positioned close to the service penetration | N/A | Drawing Number: | I |  |  |  |  |  |
| 13 | ACOUSTIC PENETRATION SEALING | AS4072.1-2018: Sound  proofing sealant may be used depending on dB Level requirements | N/A | Drawing Number: | I |  |  |  |  |  |
| 14 | CABLE TRAY BRACKET SPACING | AS3000-2018: Where a  wiring system is not resting on a continuous surface it shall be supported by suitable means in accordance with Clause 3.3.9 | N/A | Drawing Number: | I |  |  |  |  |  |
| 15 | INSTALLED IN ACCORDANCE APPROVED WORKING DRAWING AND LATEST ARCHITECTURAL | In House QA  Up to Date drawing register  Drawings updated with MPX approved references | N/A | Drawing Number: | I |  |  |  |  |  |