



# Sound and Intercom Systems



## Fire Service Professionals

A.B.N. 75 066 518 992

581 Old Cleveland Road, Camp Hill Qld 4152

Tel: (07) 3843 3433 Fax: (07) 3843 3459

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Sound and Intercom Systems for Emergency Systems: Mthly / 6Mthly					Reference Number
Site Name				Site Address	
Client Name and Signature			Technician Name and Signature		
DATE	ARRIVAL TIME	TRAVELLING TIME	WORKING TIME (NORMAL)	AFTER HOURS TIME	
<input type="checkbox"/> <b>Monthly</b> (Activity Prompts: Table 9.4.1 / 9.4.2 and 10.4.1)					P F N/A
All previously identified items requiring <b>corrective action</b> attended to and recorded					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect the panel to ensure that it is clearly visible, readily accessible and free from dust and contaminants					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where the panel is obscured by a door, check that the door is correctly labelled					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Simulate an alarm condition and confirm the alert and evacuate tones sound					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Return all controls to their normal operating condition					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> <b>Six-Monthly</b> (Activity Prompts: Table 9.4.2 and 10.4.1)					P F N/A
Perform all <b>monthly</b> activities, any previously identified items requiring <b>corrective action</b> attended to and recorded					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Simulate an alarm condition via the fire system in automatic mode					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of the reset function					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of the aural indicators					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of all required controls					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect all WIPs to ensure they are clearly visible and readily accessible					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where the WIP is obscured by a door, check that the door is correctly labelled					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect all warden intercom points to ensure there is no mechanical damage					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect all WIP operating instructions to ensure they are clearly visible and legible					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where vented batteries are used, inspect the battery enclosure for evidence of corrosion					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect all evacuation zones to ensure at least one WIP is installed					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Refer to the building manual if the system is performance based					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> <b>Defects/Comments/Rectifications</b>					
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Sound and Intercom Systems for Emergency Systems: Yearly					Reference Number
Site Name				Site Address	
Client Name and Signature				Technician Name and Signature	
DATE	ARRIVAL TIME	TRAVELLING TIME	WORKING TIME (NORMAL)	AFTER HOURS TIME	
<input type="checkbox"/> <b>Yearly</b> (Activity Prompts: Table 9.4.1 / 9.4.2 and 9.4.3 10.4.2 / 10.4.3 and 10.4.4)					P F N/A
Perform all <b>monthly</b> and <b>six-monthly</b> activities, any previously identified items requiring <b>corrective action</b> attended to and recorded					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Initiate a call from each WIP and confirm that each WIP is indicating and clearly communicating with the intercom panel					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of the warden present indicator					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect the building to ensure that no structural changes have occurred that impact on the zone					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect the building to ensure that no occupancy changes have occurred that impact on the ability of the warden to clearly hear voice on the WIP					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect all white call points for any condition that is likely to adversely affect their operation, and test the operation of all installed emergency call points					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where visual warning devices are used as alarm-indicating devices, inspect all devices to ensure that they are marked in accordance with AS 1603.11.					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where other warning devices are used as alarm-indicating devices, inspect all devices to ensure that they are in place					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Inspect block plans and zone drawings to ensure the plan is legible and current					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where vented batteries are used, inspect the battery enclosure for evidence of corrosion					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Simulate a speaker circuit fault, emergency white call point circuit fault and visual warning device circuit fault for every circuit and confirm the fault condition is indicated at the sound CIE, the fire CIE and any corresponding sub CIE					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Simulate a fault between the fire system and the warning system and confirm the fault condition is indicated at the warning panel					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of LED and alphanumeric indicators					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Where the battery has not been replaced within the previous two years, test the battery capacity in situ using the building load and battery formula					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of ancillary control functions and ensure that each controlled device can be correctly initiated					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test the operation of the visual warning devices					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Test all areas in the building to ensure the system is installed in accordance with the Standard to which the system was originally installed					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Confirm that the sound system tones are audible in all areas of the building					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Confirm that the alarm signal overrides non-emergency audible signals					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Conduct a functional system test with other interfaced fire systems (e.g. sprinkler, detection system, HVAC) as set out in relevant sections of AS 1851					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Verify that the interface functions in accordance with the system interface schematic for the building					<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> See <b>Defects/Comments/Rectifications</b> next page					

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