

## **FIRE ALARM SYSTEM OPERATION GUIDE (FOR WEEKLY TESTING)**

### ***If the panel is fitted with isolation key-switches - Before activation of the fire alarm:***

1. Turn the key-switch labelled 'PLANT' clockwise to the horizontal position. This will isolate the operation of the gas valve shutdown. (If fitted)
2. If you do not want to send a signal to the monitoring station turn the key-switch marked 'BRIGADE' to the horizontal position. This will indicate an isolation on the fire panel display along with an amber isolation lamp. (If fitted)
3. Testing of the fire alarm system may now commence. Insert the test key into a selected callpoint. The fire alarm should now sound. Remove the test key from the callpoint.

### ***To silence the fire alarm system:***

4. To silence the alarms, press the 'SILENCE' button once:



This will silence the sounders but the panel will still display the activation and the buzzer will still sound.

### ***To reset the fire alarm panel:***

5. To reset the fire panel press the 'RESET' button once:



This will clear the alarm condition and restore the panel to normal operation.

6. At this point, return the 'PLANT' and 'BRIGADE' isolate key-switches to the vertical position (If applicable) and remove the fire alarm control keys from the panel.

**NOTE:** Ensure that the fire alarm system is reset BEFORE de-isolating the 'BRIGADE' isolate switch, as the system will send a signal to the monitoring station if it is reset after the brigade switch is de-isolated.

## FIRE ALARM SYSTEM OPERATION GUIDE (ALARM ACTIVATION)

### ***On activation of the fire alarm:***

1. When the fire alarm system registers a fire condition the red fire indicator illuminates, the internal buzzer sounds (continuously) and the display shows the zone in which the fire originated (refer to zone chart adjacent to fire panel). The fire alarm sounders will be activated.

### ***To silence the fire alarm system:***

2. When authorised by the fire brigade or the buildings Responsible Person that it is safe to do so, the system can be silenced.
3. To silence the alarms press the 'SILENCE' button once.



This will silence the sounders but the panel will still display the activation and the buzzer will still sound. When the origin of the alarm condition has been dealt with the alarm system can be reset.

### ***To mute the fire panel:***

4. In order to mute the fire alarm panel buzzer press the 'MUTE' button:



### ***To reset the fire alarm panel:***

5. Once the responsible person has given permission, the fire alarm system may be reset. To reset the system press the 'RESET' button.



This will clear the alarm condition and restore the panel to normal operation.