

Fire Alarm Test Log

Record routine alarm tests including which call point was used, so one faulty device does not sit untested for a year.

Routine alarm testing recorded properly: which call point was used, whether it sounded everywhere, and who was told.

ROTATE THE CALL POINT, AND RECORD WHICH ONE

Rotating the call point tested is what stops one faulty point going unnoticed for a year. The interval and the method come from local rules and from your alarm system's documentation. What must be tested or recorded, how often, by whom and how long the record must be kept differ by country and by the kind of premises. This sheet prints no interval and no criterion, names no scheme and satisfies no regulation on its own.

Building		Alarm system and panel location				Responsible person	
Date	Time	Call point or device tested	Sounded throughout	Panel reset	Monitoring centre told	Faults found and action	Tested by

Service contract held with

Last service

Next service due