

FALSE ALARM & ENTRY ADVICE

Incident No
Quote this number for further enquiries.



Name of Premises
Address
At hours on/...../..... in response to an Alarm of Fire, CFA entered these premises.
After investigation the Alarm of Fire was determined to be a False Alarm attributable to:

CODE NO on **AIU NO**

FIRE INDICATOR PANELS & OTHER ALARM TYPES <small>MARK ANSWER AS REQUIRED YES / NO / NA</small>		SPRINKLERS Installation No. _____ <small>MARK ANSWER AS REQUIRED YES / NO / NA</small>	
Zone/Circuit/Device No. _____		Concealed Drains? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Zone/Circuit Location _____		Retard Chamber Fitted? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Equipment/Detector Type _____		Dual Pressure Switch Fitted? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Device Location _____		Water through L.W.G.? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	
Fault Type: <input type="checkbox"/> AA <input type="checkbox"/> PC <input type="checkbox"/> LF <input type="checkbox"/> EF <input type="checkbox"/> BF		Water through D.B.A.? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	
Zone/Circuit/Device Isolated? <input type="checkbox"/> Yes <input type="checkbox"/> No		Pumps Running? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	
Alarm Reset? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No		Pumps Reset? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No	
L.E.D. Fitted? <input type="checkbox"/> Yes <input type="checkbox"/> No		Pressures On Arrival Last Entry	
L.E.D. Operated? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No		Installation _____ kPa/PSI	
Hydrant Pumps Running? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No		Combined _____ kPa/PSI	
Hydrant Pumps Reset? <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No		Mains _____	
		System reinstated to _____ kPa/PSI	

Description of Situation Found (include comments on maintenance and reason for AIU isolation, if applicable. Refer to False Alarm Types, on rear of form).

Maintenance Book Present Yes No Date of Last Test _____ / _____ / _____

Management Notification Complete (a) or (b)

(a) Contact name _____ Position _____ Signed _____

(b) A/H Contact name _____ Position _____ Signed _____

Reporting Officer (Print) _____ (Sign) _____

I.D. No. _____ Brigade Name _____

NOTE: This is a two-sided form

DISTRIBUTION: **White** - Owner/ Occupier **YELLOW** - Region HQ **GREEN** - Retain in book

OWNER/OCCUPIER'S RESPONSIBILITIES

- Ring 000 for any fire emergency (106 for hearing impaired).
- Once activated do not reset your fire alarm system wait until arrival of Fire Brigade.
- Ensure your monitoring company has up-to-date contact details for the reporting of fire alarm faults - your responsibility.
- If you require any information about *false alarm charging*, *false alarm codes* or *false alarm prevention strategies* please contact your local CFA Brigade or Region Office.

FALSE ALARM CODES

Charges for attendance by brigades at False Alarms may apply, as per Section 20B of the CFA Act 1958.

1. **Failure to notify of test** or where construction / maintenance workers who are authorised by the owner / occupier have failed to notify the brigade concerned.
2. **Failure to isolate** where work is being carried out on the system.
3. **Electrical and mechanical faults** in the system, including detector fault, fire indicator board fault and damaged equipment fault.
4. **Problems in the sprinkler system** including water pressure fluctuation (water hammer), sprinkler head damage, leaking system and electrical fault.
5. **Accidental operation of alarm** where human activity has simulated a condition that activates a fire alarm or a fire condition is simulated because of inappropriate detector type or the positioning of same.

DEFINITIONS

FIP	Fire Indicator Panel	AA	Automatic Alarm
SPR	Sprinkler	PC	Part Call
VMA	Valve Monitoring System	LF	Line Fault
MCP	Manual Call Point (BGA)	EF	Equipment Fault
LED	Light Emitting Diode	BF	Battery Failure