

**FIRE ALARM INCIDENT FORM**

<b>Fax To:</b> 0800 238 113												
<b>From:</b>					<b>Fax Number:</b>							
FA Number:												
Building Name:												
Building Address:												
Town/City:												
<b>Building Code Type:</b>		2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>	7 <input type="checkbox"/>					
<b>Event Date:</b>			<b>Event Time:</b>			<b>Incident Number:</b>						
<b>System Type:</b> <i>Please tick or highlight</i>												
Sprinkler		<input type="checkbox"/>	Smoke Detector		<input type="checkbox"/>	Pneumatic		<input type="checkbox"/>				
Call Point		<input type="checkbox"/>	Heat Detector		<input type="checkbox"/>							
<b>Zone:</b>					<b>Device#:</b>							
<b>Device Type Which Caused Activation:</b> <i>Please tick or highlight</i>												
Call Point		<input type="checkbox"/>	Sprinkler Head		<input type="checkbox"/>	Sprinkler Valve		<input type="checkbox"/>				
SGD		<input type="checkbox"/>	Heat Detector		<input type="checkbox"/>	Pipe Work		<input type="checkbox"/>				
DBA		<input type="checkbox"/>	Smoke Detector		<input type="checkbox"/>	Anti Interface Switch		<input type="checkbox"/>				
Panel Fault		<input type="checkbox"/>	EOL		<input type="checkbox"/>	Wiring		<input type="checkbox"/>				
Other (please specify):												
<b>Reason for Event:</b> <i>Please tick or highlight one</i>												
<b>(1) Environmental:</b>												
1.1 <input type="checkbox"/>	1.2 <input type="checkbox"/>	1.3 <input type="checkbox"/>	1.4 <input type="checkbox"/>	1.5 <input type="checkbox"/>	1.6 <input type="checkbox"/>	1.7 <input type="checkbox"/>	1.8 <input type="checkbox"/>	1.9 <input type="checkbox"/>	1.10 <input type="checkbox"/>			
<b>(2) Internal Environmental:</b>												
2.1 <input type="checkbox"/>	2.2 <input type="checkbox"/>	2.3 <input type="checkbox"/>	2.4 <input type="checkbox"/>	2.5 <input type="checkbox"/>	2.6 <input type="checkbox"/>	2.7 <input type="checkbox"/>						
<b>(3) Human Intervention:</b>												
3.1 <input type="checkbox"/>	3.2 <input type="checkbox"/>	3.3 <input type="checkbox"/>	3.4 <input type="checkbox"/>	3.5 <input type="checkbox"/>	3.6 <input type="checkbox"/>	3.7 <input type="checkbox"/>	3.8 <input type="checkbox"/>	3.9 <input type="checkbox"/>				
<b>(4) Building Usage:</b>												
4.1 <input type="checkbox"/>	4.2 <input type="checkbox"/>	4.3 <input type="checkbox"/>	4.4 <input type="checkbox"/>	4.5 <input type="checkbox"/>	4.6 <input type="checkbox"/>	4.7 <input type="checkbox"/>	4.8 <input type="checkbox"/>	4.9 <input type="checkbox"/>	4.10 <input type="checkbox"/>	4.11 <input type="checkbox"/>	4.12 <input type="checkbox"/>	4.13 <input type="checkbox"/>
<b>(5) Equipment:</b>												
5.1 <input type="checkbox"/>	5.2 <input type="checkbox"/>	5.3 <input type="checkbox"/>	5.4 <input type="checkbox"/>	5.5 <input type="checkbox"/>	5.6 <input type="checkbox"/>	5.7 <input type="checkbox"/>	5.8 <input type="checkbox"/>	5.9 <input type="checkbox"/>	5.10 <input type="checkbox"/>	5.11 <input type="checkbox"/>	5.12 <input type="checkbox"/>	
<b>(6) Other:</b>												
6.1 <input type="checkbox"/>	6.2 <input type="checkbox"/>	Write description for 6.2:										



**FIRE ALARM INCIDENT REASON (CLASSIFICATION) CODES**

<b>1.</b>	<b>External Environment</b>	<b>4.</b>	<b>Building Usage</b>
1.1	Barbeque or other outside (non-genuine) fire on the premises	4.1	Work Process - Aerosol spray (e.g. from painting)
1.2	Barbeque or other outside (non-genuine) fire in the vicinity	4.2	Work Process - Dust or Powder released during work process
1.3	Genuine fire in the vicinity	4.3	Work Process - Fumes from chemicals released during work
1.4	Fumes from vehicles outside premises	4.4	Work Process - Fumes from fumigation activities
1.5	Lightning	4.5	Work Process - Fumes from hot work or machinery released during work
1.6	Mains water pressure increase	4.6	Fumes from food processing (excl. from toasters)
1.7	Power surge	4.7	Fumes from toasters
1.8	Radio interference	4.8	Forklift operation
1.9	Wind	4.9	Fumes from vehicles (vehicle within the building)
1.10	Unable to classify (with a box to write description)	4.10	Steam (e.g. from bathroom, sauna, steam room, boiler)
<b>2.</b>	<b>Internal Environment</b>	4.11	Water vapour / mist (e.g. from water blasting)
2.1	Animals (e.g. insects, birds, rodents)	4.12	Smoke from smokers
2.2	Dirt or Dust	4.13	Unable to classify (with a box to write description)
2.3	Flooding or water leaks	<b>5.</b>	<b>Equipment</b>
2.4	High air flow / draughts	5.1	Broken pipe
2.5	Humidity	5.2	Call point damaged
2.6	Pre-flame condition of over heating (Not toaster)	5.3	Call point, No glass in box
2.7	Unable to classify (with a box to write description)	5.4	Defect detector - corrosion
<b>3.</b>	<b>Human Intervention</b>	5.5	Defect detector – failed head
3.1	Accidental alarm activation by other than Service Agent	5.6	Defect detector - water in detector
3.2	Accidental alarm activation by Service Agent	5.7	Defect fire alarm panel
3.3	Alarm Activation caused by non-fire related criminal activity	5.8	Defect sprinkler head
3.4	Lights mistaken for fire	5.9	Defect system wiring
3.5	Malicious activation (detector tampered with)	5.10	Flat battery
3.6	Malicious (No sign of fire, no one in attendance)	5.11	System water pressure drop
3.7	Smell of smoke	5.12	Unable to classify (with a box to write description)
3.8	Steam or dust mistaken for smoke	<b>6.</b>	<b>Other</b>
3.9	Unable to classify (with a box to write description)	6.1	No apparent cause
		6.2	Unable to classify (with a box to write description)