

BASELINE DATA — COMMISSIONING		Document No:
FIRE DETECTION AND ALARM SYSTEM		
AS1670.1 APPENDIX A - COMMISSIONING REPORT Rev.20251125		Please enter the fire alarm agent document number.

Complete all form fields as applicable.

This commissioning report is for the Automatic Fire Detection and Alarm System located at:			
Site/building name:			
Address:			Postcode:
OR; enter the fire alarm company name: 			

The system installed is:	System equipment type(s): (select all applicable)	
An alteration to an existing system	Collective or conventional	Wireless
A new system	Analogue-addressable	Addressable

Date of initial system installation, if applicable:		(dd/mm/year)
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AS1670.1 APPENDIX A – COMMISSIONING REPORT			
A. Commissioning Documentation	PASS	FAIL	N/A
1) “As installed drawings” should detail:			
a. the location, type, unique circuit designation and interconnection of all system components installed in accordance with AS1670.1;	PASS	FAIL	N/A
b. a system schematic wiring diagram detailing all transmission paths and the location of any end of line devices (ELD);	PASS	FAIL	N/A
c. the location of system interface termination points such as BMCS, motor control centres (smoke control), security system (door release), nurse call systems, lifts, automatic doors, sprinklers, gaseous extinguishing systems, safety services and other ancillary control functions); and indicate that they are correctly connected;	PASS	FAIL	N/A
d. access points to any protected concealed spaces; and	PASS	FAIL	N/A
e. the location of any building plant reset control.	PASS	FAIL	N/A
2) Manuals for all CIE and system components, as applicable, to enable their operation.	PASS	FAIL	N/A
3) Where aspirating smoke detection is incorporated within the system, the design calculations.	PASS	FAIL	N/A
4) System interface schedule.	PASS	FAIL	N/A

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B. Checks and Functional Assessment	PASS	FAIL	N/A
1) Equipment – Check that all equipment:			
a. is listed in the table of system components;	PASS	FAIL	N/A
b. meets the referenced component Standard;	PASS	FAIL	N/A
c. has been located, installed, and interconnected in accordance with the system design documentation and the requirements of this Standard; and	PASS	FAIL	N/A
d. is installed in an environment for which they are suitable.	PASS	FAIL	N/A
2) Detectors – Check that all detectors and other devices used in the system are:			
a. compatible with the relevant parts of FDCIE; particularly ensure that the allowed number of detectors and other devices for each transmission path are not exceeded;	PASS	FAIL	N/A
b. not set to a sensitivity outside that prescribed in the referenced component Standard;	PASS	FAIL	N/A
c. in accordance with the requirements of AS1670.1 Clause 3.11 (where CO fire detectors are incorporated in the system); and	PASS	FAIL	N/A
d. are activated when tested and correctly indicate on the detectors and at the FDCIE.	PASS	FAIL	N/A
3) Networked FDCIE: Check that the requirements of AS1670.1 Clause 2.4 are met.	PASS	FAIL	N/A
4) Distributed parts of CIE: Check that the requirements of AS1670.1 Clause 2.5 are met.	PASS	FAIL	N/A
5) Zone block diagram: Check the zone block plan is adjacent to the FBP and reflects the correct detection zone layout as defined in the design documentation.	PASS	FAIL	N/A
6) Mains power – Check that:			
a. the mains power for the system is connected in accordance with AS/NZS 3000;	PASS	FAIL	N/A
b. the isolating switch disconnects all active conductors;	PASS	FAIL	N/A
c. the five operations of the mains isolating switch do not cause an alarm to be indicated on the system; and	PASS	FAIL	N/A
d. a fault is indicated within 90 min of mains power being removed.	PASS	FAIL	N/A

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B. Checks and Functional Assessment <i>(continued)</i>	PASS	FAIL	N/A
7) Standby power source – Check that:			
a. the standby power source is of a suitable type and capacity in accordance with the requirements of AS1670.1 Clause 3.15.5 and the design documentation;	PASS	FAIL	N/A
b. the float voltage, charger type and settings are correct and in accordance with the battery specifications and design requirements; and	PASS	FAIL	N/A
c. the date of battery manufacture is recorded.	PASS	FAIL	N/A
8) Battery temperature and voltage: Allow the system to operate in the quiescent state for a period of not less than 24 h. At the end of this period measure the temperature of the battery space. Check that the battery voltage corresponds to that specified by the battery documentation for the measured temperature. TEMP: VOLTAGE:	PASS	FAIL	N/A
9) Cabling: Check that the cabling is in accordance with AS1670.1 Clause 3.24.	PASS	FAIL	N/A
10) Detection zone limitations: Check that the detection zone limitations in AS1670.1 Clause 2.3 are not exceeded.	PASS	FAIL	N/A
11) Detection zone parameters: Measure and verify that detection zone transmission path parameters specified in the FDCIE specification are met. <i>ⓘ Where the connected components could be damaged by the insulation resistance or other tests, other appropriate tests to ensure that the wiring is satisfactory should be applied.</i>	PASS	FAIL	N/A
12) Radio Transmission Paths: Check that actuating devices using radio transmission paths meet the requirements of the referenced Standards in AS1670.1 Clause 1.3, including that the receiver responds to alarm, tamper, low standby power signals and gives a fault signal when the supervisory signal condition is absent.	PASS	FAIL	N/A
13) Operation of fault and alarm signals: Conduct an appropriate test on each detection zone transmission path and check that fault and fire alarm signals are correctly detected and indicated as the correct detection zone. Also check that other required indicators and relevant outputs of the FDCIE operates as intended.	PASS	FAIL	N/A
14) Transmission path short-circuit isolators (SCI): Check the operation of short-circuit isolation for each detection zone.	PASS	FAIL	N/A

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B. Checks and Functional Assessment <i>(continued)</i>	PASS	FAIL	N/A
15) Transmission path protection: Check that the transmission paths are protected in accordance with AS1670.1 Clause 3.26 and upgraded where required by the system design documentation.	PASS	FAIL	N/A
16) Alarm Mimic panel: Check the correct operation of all alarm mimic panels, annunciators, and the like.	PASS	FAIL	N/A
17) Detection zone controls: Operate the controls provided for each detection zone to check for correct operation.	PASS	FAIL	N/A
18) Alarm verification facility (AVF): Check that the AVF has been implemented correctly, in accordance with AS1670.1 Clause 3.2.5.	PASS	FAIL	N/A
19) FDCIE response to fire detection device operation: Check that each device, detector or sensor operates when tested with a medium suitable for the device type and that the alarm has indicated on the correct detection zone at the FDCIE and, if applicable, at the tested device.	PASS	FAIL	N/A
20) Fault response time: Test each detection zone transmission path and check that the response to a fault is indicated on the FDCIE in not less than 100 s.	PASS	FAIL	N/A
21) Alarm response time: Test at least one detector in each detection zone transmission path and check that the response to the alarm is indicated on the FDCIE in not less than 10 s or the period specified when dependency on more than one alarm signal is used.	PASS	FAIL	N/A
22) Supervisory signal response time: Test at least one supervisory device in each detection transmission path and check that the response to the supervisory device is indicated on the FDCIE in not less than 100 s.	PASS	FAIL	N/A
23) Alarm acknowledgement facility (AAF): Check that any alarm acknowledgement facility operates correctly, in accordance with AS1670.1 Clause 3.2.2.	PASS	FAIL	N/A
24) Alarm delay facility (ADF): Check that any alarm delay operates correctly, in accordance with AS1670.1 Clause 3.2.3.	PASS	FAIL	N/A
25) Alarm investigation facility (AIF): Check that any alarm delay operates correctly, in accordance with AS1670.1 Clause 3.2.4.	PASS	FAIL	N/A
26) Occupant warning system – Check that:			
a. Check that output to the building occupant warning system at the FDCIE operates within 3 s of the fire alarm condition and that the occupant warning system operates within the time specified with the requirements of AS4428.16 or AS7240.3 as applicable;	PASS	FAIL	N/A
b. Check the sound pressure level meets the requirements of AS1670.1 Clause 3.22 in each occupied space; and	PASS	FAIL	N/A

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B. Checks and Functional Assessment <i>(continued)</i>	PASS	FAIL	N/A
c. Record on the “as-installed” drawings the SPL achieved for the reference location of each loudspeaker transmission path.	PASS	FAIL	N/A
27) External alarm indication: Check that the external alarm indication is visible from the main approach to the building and is adjacent to the designated building entry point.	PASS	FAIL	N/A
28) Designated site entry point: Check that each building can be identified from the DSEP by at least one of the means specified in AS1670.1 Clause 2.2.2.	PASS	FAIL	N/A
29) Manual call points – Check:			
a. the correct operation of each MCP;	PASS	FAIL	N/A
b. that the activation of MCP on the same transmission path as other detection devices does not cause existing detector alarm indications to be extinguished; and	PASS	FAIL	N/A
c. that MCPs are not subject to alarm dependency.	PASS	FAIL	N/A
30) Smoke and fire door release: Check the operation of each device.	PASS	FAIL	N/A
31) Suppression System: Check that each suppression system flow/pressure switch is connected to the FDCIE as a separate detection zone.	PASS	FAIL	N/A
32) Flame Detectors – Check that:			
a. the number and type of detectors provide adequate protection of the area;	PASS	FAIL	N/A
b. there are no “blind” spots in areas protected;	PASS	FAIL	N/A
c. detectors are rigidly fixed;	PASS	FAIL	N/A
d. detector lenses are clean and adequately protected from dust and extraneous radiation sources; and	PASS	FAIL	N/A
e. the detector responds to a flame source or simulated flame.	PASS	FAIL	N/A
33) Aspirating smoke detectors:			
a. Measure and record the transport time (TT) from the most disadvantaged sampling point for each sampling pipe or branch;	PASS	FAIL	N/A
b. Visually inspect every sampling point to ensure it is not obstructed; and	PASS	FAIL	N/A
c. Check the response of all capillary sampling points using a test medium placed at each sampling point.	PASS	FAIL	N/A

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B. Checks and Functional Assessment <i>(continued)</i>	PASS	FAIL	N/A
34) Aspirating smoke detection: Check the operation of all alarm threshold settings and indicators using a test medium on at least one sampling point as follows:			
a. The operation of remote indication of alarm and fault signals.	PASS	FAIL	N/A
b. The operation of airflow failure indicators.	PASS	FAIL	N/A
c. The operation of the system (signal) failure indicators.	PASS	FAIL	N/A
d. The isolate and reset functions.	PASS	FAIL	N/A
e. The fault and alarm test facilities.	PASS	FAIL	N/A
35) Duct sampling smoke detectors – Check that:			
a. the alarm indicator is clearly visible from a trafficable area;	PASS	FAIL	N/A
b. the duct air velocity exceeds the minimum velocity specified for the unit; and	PASS	FAIL	N/A
c. if the velocity does not exceed the minimum specified for the unit, the measured differential pressure is at least the minimum specified for the unit.	PASS	FAIL	N/A
36) Connectable device control functions: Test each connectable device by operating the detection zone facility or facilities associated with the connectable device and check for the correct operation of the connectable devices.	PASS	FAIL	N/A
37) Detection zone descriptions: Check that all detection zones have been correctly labelled, and that the detection zone is immediately apparent from the labelling or correctly described on an alphanumeric display.	PASS	FAIL	N/A
38) Cause and effect matrix: Check the overall system performance is as specified in the cause-and-effect matrix.	PASS	FAIL	N/A
39) Systems interface testing – Check that:			
a. Prior to any interface testing, check that all systems listed in the system interface schedule are complete and operable. This will involve checking that all systems interfaces to the FDAS [e.g., BMCS, motor control centres (smoke control), security system (door release), nurse call systems, lifts, automatic doors, sprinklers, gaseous extinguishing systems, safety services and other ancillary control functions] are correctly connected;	PASS	FAIL	N/A

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B. Checks and Functional Assessment <i>(continued)</i>	PASS	FAIL	N/A
b. The systems interface tests should confirm:			
i. the automatic “end-to-end” operation of all interfaced systems; <i>ⓘ The “end-to-end” test should include the activation of associated detection devices to confirm that all required functions operate correctly in accordance with the system interface matrix.</i>	PASS	FAIL	N/A
ii. the manual “end-to-end” operation of all interfaced systems; and <i>ⓘ The “end-to-end” test should include the activation of associated detection devices to confirm that all required functions operate correctly in accordance with the system interface matrix.</i>	PASS	FAIL	N/A
iii. the correct indication of operation on the FBP, FDCIE, FFCP, EWCIE, EICIE, FFCP or SHCIE as applicable.	PASS	FAIL	N/A

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AS1670.1 APPENDIX K – LETTERING CHECKLIST						
Table K.1 – Lettering heights						
AS1670.1 Clause	Item	Lettering words	Height (mm)	PASS	FAIL	N/A
1.7.3	Alterations terminal cabinet	FIRE	5	PASS	FAIL	N/A
2.4	FDCIE not used by emergency services personnel	FIRE	20	PASS	FAIL	N/A
2.5	Distributed part of CIE	FIRE	20	PASS	FAIL	N/A
3.2.2.8	AAF	Press to acknowledge nuisance alarm	3	PASS	FAIL	N/A
3.2.3	ADF	Alarm delay fitted, etc.	5	PASS	FAIL	N/A
3.8	External alarm VAD	FIRE	50	PASS	FAIL	N/A
3.9.2	FDCIE covering door (cupboard)	FIRE PANEL	50	PASS	FAIL	N/A
3.10	Zone block plan	General lettering	3	PASS	FAIL	N/A
3.10	Zone block plan	Ring 000	5	PASS	FAIL	N/A
3.11	FDCIE and FBP	Instruction if CO fire detectors are used	5	PASS	FAIL	N/A
3.13.2	Interface cabinet label	FIRE	5	PASS	FAIL	N/A
3.14.3	MCP used for emergency evacuation (white)	EVACUATE	5	PASS	FAIL	N/A
3.14.4	MCP used for non-evacuation emergency (other systems)	EMERGENCY	5	PASS	FAIL	N/A
3.14.5	MCP used for electric door release (Green)	DOOR RELEASE	5	PASS	FAIL	N/A
3.14.6	MCP used for other functions	Word identifying its function	5	PASS	FAIL	N/A
3.19.1 (c)	Door release switch	DOOR RELEASE	5	PASS	FAIL	N/A
3.19.2	Fire door* / shutter* warning	WARNING FIRE “*” CLOSING	50	PASS	FAIL	N/A

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Table K.1 – Lettering heights <i>(continued)</i>						
AS1670.1 Clause	Item	Lettering words	Height (mm)	PASS	FAIL	N/A
3.22.4	VAD Label	“FIRE” or “EVACUATE”	15	PASS	FAIL	N/A
3.24.6	Joint junction box	FIRE	5	PASS	FAIL	N/A
5.2.3 (a)	ASD sampling pipes	FIRE DETECTION SYSTEM - DO NOT PAINT	5	PASS	FAIL	N/A
5.2.3 (b)	ASD capillary tube > 2 m	FIRE DETECTION SYSTEM - DO NOT PAINT	3	PASS	FAIL	N/A
7.15.4	FFCP fire mode indicator and switch	FIRE MODE RESET	5	PASS	FAIL	N/A
7.15.7	FFCP label	THESE CONTROLS, etc.	5	PASS	FAIL	N/A

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Fire Detection & Alarm System Status on Completion of the Commissioning Activity			
Active	Dust covers	Isolates	Powered down
i The area smoke detectors are installed: Activities or works creating dust, steam or the like may impact the smoke detector and therefore it is suggested to leave the commissioning / dust covers on until all works are complete to avoid warranty issues.			

AS1670.1 COMMISSIONING REPORT REVIEW			
The results have been reviewed:	Passed	Passed with comments	Fail/Action required
Comments:			
Commissioning Contractor (Business)			
Name:			
Position:			
Signature:	OR; type to sign:		
Date:		(dd/mm/year)	

Disclaimer

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