



Commercial PPM Schedule (Sample)

Document Purpose: To outline the baseline statutory and preventative maintenance required to maintain building compliance, validate insurance policies, and protect asset lifespan.

1. Fire Detection & Alarm Systems (BS 5839-1)

Life_safety.systems.require.strict.adherence.to.BAFE.SP869_7_standards.to.ensure.legal.compliance.under.the.Fire.(Scotland).Act.866

- **Weekly: Test a different manual call point (break glass) to ensure panel response and sounder operation. Record in the fire logbook.** (Responsibility; Client-Duty.Holder)
- **6-Monthly: Comprehensive system inspection. Testing of 50% of all detectors, call points, and sounders. Standby battery load testing.** (Responsibility; GreenTech)
- **Annually: Full system audit. The remaining 50% of devices are tested to achieve 100% annual verification. Cause-and-effect testing (e.g., HVAC shutdown, door release integration).** (Responsibility; GreenTech)

2. Emergency Lighting Systems (BS 5266-1)

Ensuring.safe.evacuation.routes.are.illuminated.during.a.mains.power.failure;

- **Monthly: Brief functional test using the secret key switch to ensure luminaires switch to battery power and illuminate.** (Responsibility; Client-Duty.Holder)
- **Annually: Full 3-hour duration test (or rated duration of the fitting). Verification that all luminaires meet required lux levels and batteries hold charge for the legally required timeframe.** (Responsibility; GreenTech)

3. Commercial Solar PV & Battery Storage

Protecting.yield?preventing.fire.risks?and.ensuring.maximum.ROI.from.your.renewable.assets;

- **Continuous: Remote API monitoring of inverter output and battery health via the GreenTech head-end portal.** (Responsibility: GreenTech)
- **Annually: * Visual inspection of mounting hardware and DC cabling integrity.**
 - Inverter firmware updates and heat-sink cleaning.
 - AC/DC isolator functional testing.
 - Professional solar array cleaning (if located in high-soiling/industrial areas). (Responsibility: GreenTech)

4. Core Electrical Infrastructure (BS 7671)

Preventing operational downtime and mitigating electrical fire risks;

- **Annually (Thermal Imaging): Non-intrusive thermographic survey of main distribution boards (DBs) and switchgear under full load to identify loose connections or overloaded circuits before failure.** (Responsibility: GreenTech)
- **5-Yearly (EICR): Electrical Installation Condition Report. 100% inspection and testing of the fixed wiring infrastructure to secure a "Satisfactory" certification for insurance and local authority compliance.** (Responsibility: GreenTech)

GreenTech Service Level Agreement (SLA) Matrix

Standard response times for contracted PPM clients;

Priority Level	Description	Target Response Time
P1: Critical	Total loss of power, active fire alarm fault, or immediate safety hazard.	4 Hours (24/7/365)
P2: Urgent	Partial power loss, loss of emergency lighting on escape route.	Next Working Day
P3: Routine	Minor faults, localized lighting failure, general remedial work.	3 - 5 Working Days