

INTRUDER ALARM

LOGBOOK

SYSTEM RECORDS • FAULTS • SERVICING

SITE / COMPANY _____

SITE ADDRESS _____

SYSTEM / REFERENCE _____



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System Log Book

Site Details	
Client Name	
Client Address	
Contract No.	
Date Installed	
Monitored By	
Pathway	
Chip No	
Response Type	

System Details	
Panel Type	
Panel Location	
Battery Type	
Notes	

Battery Location	Charging Voltage	Current Drawn (Quiescent)	Current Drawn (Alarm)	Standby Capacity Hrs/min

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CHECK	*YES* ✓	*NO* ✓	*N/A* ✓
Check that the I&HAS has been installed and configured in accordance with the system design proposal (any deviations agreed in writing with the customer)			
Check the I&HAS complies with current industry standards and is to a high standard of workmanship			
Check that all interconnections are clearly labelled at the CIE, power supply units, expanders, remote key pads and junction boxes			
Log resistance of detection interconnections or check continuity of bus wired interconnections			
Check every detector for correct operation through to the CIE			
Check that all batteries in CIE/PS(s) are marked with the date of installation			
Log the current drawn by all power supplies with the I&HAS in quiescent and alarm states			
Remove the mains supply and check that the battery voltage of all equipment is within the specified limits and the I&HAS operates normally			
Check that there is adequate standby battery capacity to meet the requirements of the applicable standard the system was installed to			
Check the operation of all WDs on system activation and when the hold-off voltage is removed from any self-powered device			
Check the operation of all tamper devices			
Check the area or volume of coverage of movement/vibration detectors including alignment of active beam detectors and any anti-masking or range reduction facilities (as appropriate)			
Check the entry/exit route(s) for correct operation and record entry/exit times			
Set system. Operate detection device(s) to check the resulting alarm condition(s) are notified correctly			
Test correct operation of all ATS paths (where fitted) for correct receipt of signals at the ARC			
If remote system checks or remote support is to be used, check correct synchronization of site-specific parameters between the I&HAS and secure computer			
Show the customer the extent of the detection coverage and correct operation of the I&HAS including the operation of detectors and the use of HDs			
Check that all documentation is correctly completed, and customer documentation is left on site. Communication procedures with the ARC (if any) should be explained			
Obtain customer signature acknowledging receipt and correct operation of key/codes to the I&HAS			
Check that all surplus materials are removed from site and the premises left in a tidy condition			

The **Customer confirms** that the Intruder Alarm System detailed in the above Systems Design Proposal has been installed to their satisfaction and that the system operation has been fully demonstrated and the necessary Keys/Codes/Fobs/ and User Manuals have been received.

Systems Design Proposal changes / part Acceptance or work to be undertaken by themselves is detailed below.

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.....

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***Changes detailed above update your System Design Proposal (SDP) to become the 'As-Fitted' record.**
***No changes have been made to the SDP therefore the SDP is the 'As Fitted' record**.

** Delete as applicable*

SIGNED.....	**SIGNED**.....
PRINT NAME.....	**PRINT NAME**.....
DATE.....	
On behalf of the Installation Company	On behalf of the Customer

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System Log Book

Zone No.	Device (including make if known)	Location	Zone Type	Area

Notes

Engineer Name		Date	

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System Log Book

Date	Time	Zone	Cause	Rectification Work	Initials

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The following checks on the intruder/hold-up alarm installation have been completed in accordance with BS 9263 2016.	Tick ✓	Remarks
Installation meets the 'as fitted' document		
Tamper detection *NOTE Check at least one tamper for correct operation through to the CIE.*		
Setting and unsetting *NOTE Offer user(s) refresher system operation training, if required.*		
Entry and exit procedures		
Power supplies, including any APS. *(Testing of batteries and current readings)* *Quiescent Current _____mA* *Alarm Current _____mA* *Battery Calculations to verify suitability.* *Q x 11.5 + A x 0.5 = _____ x 1.25 = _____ C Min.* *Battery Fitted _____ah - Suitable YES/NO*		
Functioning of detectors and HD's *(Full Walk test of system, Test PA buttons in normal Day Mode)*		
Environmental conditions for adverse effects *(Check all detection is not damaged by water ingress or blocked)*		
Operation of warning devices *(including removal of the hold off voltage to the external sounder, this should operate the unit until the hold off supply is restored)*		
Operation any ATS **(NOTE all paths must be tested)**		Channels Tested (Circle as appropriate) 1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10 – 11 – 12 – 13 – 14 – 15 – 16
Visual inspection for potential problems *(electrical and physical)*		

Care should be taken to ensure the equipment is properly reinstated after testing.

Date: …… **Time of Arrival**: …….. **Time of Departure:** ……..

Engineer Signature: …… **Client Signature**……

System Log Book

Notes:

System Log Book

Notes:



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