

FIRE SAFETY PRECAUTIONS – ISOLATION OF AUTOMATIC FIRE DETECTION AND PROTECTION EQUIPMENT

This Standard applies to • Sub-Surface stations • other stations where automatic fire detection and protection equipment is fitted	Standard		S
	Series No.	Role	Issue No.
	Bb229	-	02
	Persons involved: Station Supervisors Group Station Managers Fire Safety Unit Project Managers Site Persons in Charge Fault Report Centre		
	Effective: 24 April 2005		
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1 Introduction

- 1.1 This standard applies whenever it is necessary to disconnect or isolate automatic heat or smoke detection devices (with or without automatic suppression) in order to avoid the devices being activated by dust, heat or smoke from nearby work.
- 1.2 If the station is governed by the Fire Precautions (Sub-Surface Railway Stations) Regulations 1989 (the 'sub-surface' regulations) and the isolation is to take place during traffic hours, then it will be necessary to arrange for a temporary exemption from the sub-surface regulations. A temporary exemption is not necessary if work takes place during engineering hours only.

2 Responsibilities

Project manager

- 2.1 The project manager is responsible for
 - identifying when there is a need to isolate automatic fire detection and protection equipment
 - agreeing proposed isolation times with the Group Station Manager
 - ensuring that an application for a temporary exemption has been applied for via the Fire Safety Manager, if the isolation is to occur during traffic hours, (see Reference Manual document Bb218)
 - submitting applications for isolation to the Fault Report Centre after full agreement with the Group Station Manager
 - making sure the isolation is indicated on the Access Request Form

Site Person in Charge

- 2.2 The Site Person in Charge is responsible for on-site liaison with the local Station Supervisor, and for making sure the Fault Report Centre staff are told what equipment has been isolated or reinstated.

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Fault Report Centre staff

- 2.3 The Fault Report Centre staff are responsible for
- accepting isolation requests and confirming acceptance of them with the project manager and Group Station Manager
 - arranging for the isolation works with a contractor.

3 Requesting an isolation

- 3.1 If automatic fire detection or protection equipment needs to be isolated because of work being carried out on a station, a formal request must be made in advance to the Infracore Fault Report Centre by fax, using the form attached to this Standard.
- 3.2 When requesting an isolation, staff and contractors must consider whether the application will affect the interests of any other parties, and if so agree appropriate action before submitting the application for isolation.
- 3.3 For all areas on stations, the relevant Group Station Manager must be consulted and give permission before applications for isolations are made.
- 3.4 Requests for isolation must be made where practicable as soon as the requirement is known. The deadline is 15.00 hours for an isolation required at the close of traffic on the same day.
- 3.5 The Site Person in Charge at a site where a request for an isolation has been agreed, must
- confirm with the Station Supervisor that the isolation has been made for the areas requested before starting work
 - agree with the Station Supervisor a time for returning the equipment to normal operation after all work has finished
 - tell the Station Supervisor details of the work being undertaken according to the station works plan

Emergency isolations

- 3.6 In an emergency, the isolation of equipment must be arranged direct with the Fault Report Centre.

4 Temporary exemption applications (traffic hours)

- 4.1 If an isolation of equipment is to be made during traffic hours, it will be necessary for the project manager to request the Fire Safety Manager to apply for a temporary exemption to the fire regulations from the fire authority. The project manager must consult the Group Station Manager before making the request.
- 4.2 Further details about making an application for a temporary exemption are shown in Reference Manual document Bb218.

5 Covering smoke detector heads

- 5.1 Contractors at a site where isolation has been carried out might cover the detection heads to avoid contamination under the following circumstances
- where the work being carried out will produce dust, or dust is caused by demolition, hot working, grinding, etc
 - where painting or spraying is taking place that could damage the detector head or impair its operation.
- 5.2 The heads can only be covered when agreement has been reached between the project manager, the Group Station Manager (or a nominated deputy), the contractor and the Fire Safety Manager, which includes the arrangements for uncovering the detection heads.