

Complete Fire & Security Solutions



**logic**

**Fire and Security**

0845 999 3222

# *logic*

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## Fire and Security

At Logic Fire and Security we design, supply, install, commission and maintain fire detection systems and electronic security systems throughout the UK.

Our mission is to design success, build loyalty and maintain excellence, creating a caring and visionary company. As a testament of our commitment to excellence, we are NSI Gold, BAFE, Constructionline Gold, IFEDA and NICEIC approved contractors.

### Our Services

Fire Alarm Systems	Intruder Systems	Disabled Refuge	Fire Risk Assessment
Fire Extinguishers	Access Control	PAVA Systems	Fire Warden Training
Emergency Lighting	CCTV	Aspirating Systems	Gas Suppression
Maintenance Packages	Public Address System	Portable Appliance Testing	Electrical Inspection

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## Fire and Security

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Information in this booklet is intended as a guidance only. Contact your maintenance or installation provider for guidance specific to the system you have installed in your premises.

# Fire Safety Checklist *logic* Fire and Security

- Have you got a fire risk assessment?
- Have you adhered to the fire risk assessment findings?
- Do you have trained fire wardens?
- Who is the designated Responsible Person (RP)?
- Do you have a fire alarm, emergency lights, fire extinguishers, CCTV, intruder alarm?
- Are these compliant to the latest British Standards?
- Do you have maintenance for the above?
- Do you have an evacuation plan?
- Are your staff aware of the emergency assembly point?
- Is your emergency signage compliant?
- Are your maintenance providers competent? Do they have 3rd party accreditation such as BAFE or NSI?

Protecting People and Property



The first step is to undertake an independent Fire Risk Assessment. We can arrange this for you or you may have already had an assessment done, which has identified a need for a fire professional like Logic.

The risk assessment will highlight the measures you need to take to become compliant. If your business does not meet the necessary regulatory standards you could face heavy fines.

Once you have received your independent Fire Risk Assessment report we will go through it with you to explain the areas covered and any concerns that have been raised. We will discuss the options available to you before putting together our recommendations.

Where appropriate we will suggest additional options to improve your fire and security cover further such as alarm systems, PAT testing and maintenance.



**Your complete fire and security solution provider**

# Install, Maintain



Once your system is in place Logic Fire and Security will continually review its suitability and performance to make sure your business remains safe and compliant.

Regular maintenance, review and testing procedures protects you from the risk of heavy fines and means you are doing everything you can to protect your colleagues, customers and premises.

Our maintenance protocols are renowned for being rigorous and reliable. This is why companies approach us to maintain their existing equipment even if we have not designed and installed the system in the first instance.

We are happy to provide maintenance and testing as a standalone service or as part of our complete fire and security design solution. Whatever the background of your system, we will take full responsibility for the performance and reliability of your equipment.

When we take on an existing system we conduct a thorough review of the fire and security procedure and the equipment that is in place. We will give you a full health report so that you know what repairs and upgrades are likely to be needed. We help you budget for essential work and plan ahead for improvements.

**A maintenance contract with Logic Fire and Security places the responsibility with us and gives you complete peace of mind.**



## What is it?

A fire risk assessment identifies what is required in your premises to keep people safe and prevent fire.

A fire risk assessment will ensure you:

- ✓ Identify the fire hazards,
- ✓ Identify people at risk,
- ✓ Evaluate, remove or reduce the risks,
- ✓ Record your findings, prepare an emergency plan and provide training,
- ✓ Review and update the fire risk assessment regularly.

## Why do you need it?

A fire risk assessment is required annually — The Regulatory Reform (Fire Safety) Order 2005 states that it is a legal requirement in the UK for a fire risk assessment (FRA) to have been carried out in any non-domestic premises.

In the event of a fire related incident, one of the first things you would be asked for by your insurers and the fire brigade is a copy of your fire risk assessment.

Failure to have this could result in prosecution and insurers refusing to pay out on your claim.

## Fire Safety



# Fire Warden Training *logic* Fire and Security

## What is it?

A fire warden training session will inform you of fire safety legislation, actions to take in the event of a fire, the role of a Fire Warden, the different types of fire extinguishers and how to use them, and a practical demonstration on the use of fire extinguishers.

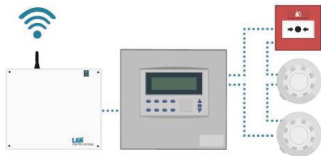
You will also receive a certificate on completion of the training course.

## Why do you need it?

It is a legal requirement under the Regulatory Reform (Fire Safety) Order 2005 that all employers provide their staff with adequate fire safety training tailored to the specific needs of their business premises.








LogicHub is a non-intrusive add on to your fire alarm panel, enabling cloud-based storage of all fire panel events so that you can access the data anywhere through an online portal or mobile application, as well as the ability to send notifications by mobile and email of any activations.



### Automated service reports

-  Reduce paperwork, delays and inaccuracies.


### Simplified, guided compliance

-  Mobile Apps for service and testing.

### Confirmed Fire events

-  Reduce false alarms.
-  LogicHub can identify and send alerts on confirmed fires.



### Infinite searchable online log book

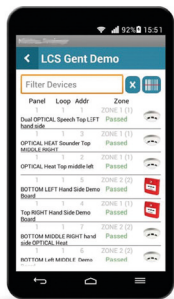
-  All your data always accessible from anywhere.

### Receive event notifications

-  Peace of mind with live notifications on mobile and by email.

### Connects to most fire alarm control panels

-  Centralise management of a diversity of assets.
-  LogicHub is compatible with most UK analogue addressable fire alarm control panels and presents the system status and data in a simple to use common format.





From only  
£3.49 a month\*

*logic*  
Fire and Security

- ✓ Professional, high quality & easy installation.
- ✓ Secure, online cloud based storage - the only equipment you need on site are the cameras.
- ✓ Mobile app - view live feeds & recorded video events from anywhere.
- ✓ Easily download & share video.



[www.logicvision.co.uk](http://www.logicvision.co.uk)

*logic*Vision

\* Price based on certain amount of cameras purchased, excluding upfront costs.  
Terms and Conditions available on request.

Did you know that the British Standards state that fire alarms should be tested once a week by the responsible person(s)? This is as well as the routine maintenance that is performed by a professional fire alarm company (like Logic!).

Below is a basic guide for conducting a weekly fire alarm test. Please note that the testing process may differ depending on the fire alarm system you own - ask your installation or maintenance provider for more information.

## Weekly Testing Guide

	ACTION	
1	Inform occupants of the building.	
2	Ensure you know user code to fire alarm panel (to reset) and have a manual call point test key.	
3	Alert monitoring station to put on test (if connected to an ARC) (will need password).	
4	Isolate any systems as necessary.	
5	Activate selected manual call point (different each week).	
6	Sounders should start (may be a few seconds delay).	
7	Reset the manual call point.	
8	Go to the fire alarm panel and look at screen – ensure it says correct manual call point address and zone.	
9	If correct, silence sounders and reset the fire alarm panel (will need user code).	
10	Contact monitoring station to take off test and confirm that a fire signal was received (will need password).	
11	Record test results in fire safety log book.	
12	If there was an issue during the testing process, call your fire alarm maintenance provider ASAP. <a href="tel:08459993222">Logic Fire and Security Call Out Number: 0845 999 3222</a>	

# Fire Extinguishers

Here is a quick guide on which type of fire extinguisher to use (or not use) on different materials/situations.

Ensure you familiarise yourself with the locations and capabilities of extinguishers in your premises.

## POWDER

For use on:

- ✓ Wood, Paper, Textiles etc.
- ✓ Flammable Liquids
- ✓ Gaseous fires
- ✓ Live electrical equipment

**NOT FOR INDOOR USE**

## WATER

For use on:

- ✓ Wood, Paper, Textiles etc.

Do NOT use on:

- ✗ Flammable Liquids
- ✗ Live electrical equipment



## WET CHEMICAL

For use on:

- ✓ Wood, Paper, Textiles etc.
- ✓ Cooking oil fires

## FOAM

For use on:

- ✓ Wood, Paper, Textiles etc.
- ✓ Flammable Liquids

Do NOT use on:

- ✗ Live electrical equipment

## CO2

### Carbon Dioxide

For use on:

- ✓ Flammable Liquids
- ✓ Live electrical equipment

Do NOT use in a confined space

# Emergency Lighting

Emergency lights are used to ensure lighting when mains powered lights fail.

There are two modes of emergency lights:

- Maintained** - Lamp is on all the time
- Non-Maintained** - Lamp only turns on when power supply to usual lighting fails.

All emergency lighting systems must be tested monthly in line with British Standards.

Emergency light monthly test process - switch off mains power supply to emergency lights then visually inspect them to check they are functioning.

An annual emergency lighting test must also be carried out for the full rated duration of the emergency light (e.g. 3 hours). This is to ensure that all lights are still fully operational at the end of the specified duration.



**Emergency Lighting  
Maintenance Only**

Please note that the testing process for emergency lights may differ depending on the type installed. Contact your installation or maintenance provider for more information.

# Disabled Refuge

Disabled Refuge Systems are installed in areas of relative safety to enable communication with the fire service upon their arrival in the case of an emergency.

The main control unit will most likely be in the main reception area or front of the building, this is the unit which will be used by emergency services.

Disabled refuge systems are addressable, meaning each unit can be named to describe the location to aid in emergency.

Depending on the system you require for your premises, disabled refuge systems can have multiple out-stations, can handle multiple stations at once and/or can allow 2-way calls.

## Intruder Alarms

Not only do intruder alarms provide a warning that intrusion is taking place, they also act as a deterrent to criminals if they know there is one installed at the premises.

If your intruder alarm is remotely monitored by an ARC (alarm receiving centre), the monitoring station can be alerted on activation of the alarm and the notification can be sent to the nominated key-holders or an automatic police response can be enabled.

Intruder alarms can also be linked to the premises CCTV system for evidence capture.



# Monitoring

Fire/Intruder alarm monitoring gives you the earliest notification and quickest response time in the event of an emergency.

Monitoring will highlight faults out of hours when no-one is around and the monitoring station will contact your maintenance company/engineer on your behalf to deal with the fault.

Alarm Receiving Centre (ARC): \_\_\_\_\_

ARC Contact No: \_\_\_\_\_

Local Police: \_\_\_\_\_

**Key Holders:** (Nominated to attend premises in case of emergency)

Ideally, at least 2 and shouldn't be over 20 minutes away from premises.

Name

Contact Number

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

# CCTV

CCTV is a prevention measure against arson.

It allows you to monitor on-site and perimeter activity of your premises to be used as both a surveillance tool and a method of identifying thieves, vandals and intruders.





Depending on the CCTV system you have installed, you can watch live feed or playback from cameras on your phone or tablet.

Remember to check the camera pictures regularly to ensure they are operating, in focus and nothing is obstructing the camera view, e.g. trees/plants growing over the camera.

## Access Control

An access control system allows control over who can access the premises or specific areas.

An access control system can also:

-  Be linked to the fire alarm system to enable an evacuation roll call (automatic print out of who's in the building) in the event of a fire.
-  be configured for use as a time and attendance system.
-  Be installed in various ways, for example; as a video/telephone entry system, or computer system operated by magnetic cards or proximity readers.
-  Operate gates, doors and barriers.





# Logicare - Protecting your World

*Logicare* is a fully inclusive package, specifically designed to fulfil all your fire safety and compliance requirements.

*Logicare* providing you with total peace of mind and a 24/7 service cover.



For more information, call us on **0845 999 3222** or visit [www.logicfireandsecurity.com](http://www.logicfireandsecurity.com)



# What are business owners responsibilities on Fire Safety Regulations?



Commercial properties have to meet stringent safety regulations, failure to comply puts you at risk of hefty fines or even imprisonment.

## Does the responsibility lie with the business owner or the landlord?

Breaching fire safety regulations can have serious implications on both you and your business; Gov.uk (2019) states that the fine for minor penalties can be up to £5,000 and major penalties can have **unlimited fines** and up to **2 years in prison**.

A pub landlord in Exeter was fined and given a prison sentence earlier this year, following the landlords failure to implement recommendations following a Fire Risk Assessment.



Sean McPartland (Managing Director at Logic Fire & Security) said *“The minimum legal requirements are constantly changing and buildings and equipment must be continually serviced and kept up to date. So if you are a business owner or a landlord of commercial properties, you need to take your Fire Regulations seriously. It’s difficult to stay on top of your responsibilities, but the ramifications are costly if you don’t.”*

The severity of non-compliance to the latest fire safety regulations is too great to ignore. Contact **Logic Fire and Security** today to discuss your responsibilities and become compliant today!

# 5 Common Causes of Office Fires

A busy office, the mix of electrical equipment (laptops, computer screens, printers, phones, cables etc.), flammable material (paperwork, chairs, desks, carpets and blinds, cardboard boxes, printer paper etc.) and a lack of fire safety knowledge can lead to the risk of an office fire.

By being aware and alert to the possible causes of an office fire, you can help prevent and reduce risk.

## Electrical Negligence

Not looking after your electrical equipment is negligence, and negligence is one of the main causes of fire.

DON'T leave your laptop on fabric carpet/ chairs.

DON'T overload plug sockets.

DON'T leave phone or laptops on charge unattended.

DO switch all electrics off on an evening/ when no-one is in the office.

Contact us to arrange a Fire Risk Assessment that will identify any electrical negligence occurring in your offices.

## Unnecessary Fire Loading

Do you keep all your copier paper next to the copier itself?

Do you store used cardboard/packaging anywhere inside until bin collection day?

This is what we call unnecessary fire loading. A build-up of combustible materials that is not necessary.

Plant rooms and services cupboards are the main areas of concern as staff generally just put things "out of sight, out of mind".

A fire risk assessment can help eliminate this risk factor from your premises and put in place procedures to avoid this happening again.

## Faulty Electronics

Loose wires, overloaded plug sockets and non CE-marked wires are all common causes of electric fires.

By getting your electrical equipment PAT tested, you can help prevent fires in your office and ensure compliance.

Contact us to arrange our engineer to test your portable appliances today!

## Accidental Damage

Accidents happen!

But you can help to prevent accidents by using common sense.

For example, don't put a glass of water near electrical equipment, especially not near mains sockets. Not only could you lose what you have been working on, but you could start a fire if water is spilt onto electrical equipment.

## Arson In the Workplace

50.5% of all fires are arson. With approximately 30% of workplace fires caused maliciously.

Security, early warning and staff awareness are all vital in preventing arson attacks at your workplace.

Here at Logic we can train your staff in proactive and reactive procedures to prevent fire, or in the worst case scenario, in the event of a fire.

We can also design, install and maintain an automatic fire detection system to the latest British standards, giving you the maximum amount of time to react.

CCTV can also be an arson prevention method, with LogicVision enabling access to CCTV footage wherever you are through the mobile app and secure online cloud based storage. Contact Logic today and we can help find a solution tailored to your requirements.



# Accreditations



BAFE is the independent third-party registration body for the fire protection industry in the UK.

Logic Fire and Security are proud to be a BAFE certified company, approved for the design, installation, commissioning, acceptance, verification and maintenance of fire alarm systems, and the maintenance of emergency lighting.

The key aim of the Independent Fire Engineering & Distribution Association is to promote quality standards and procedures within the fire protection industry, ensuring all members work towards, and achieve, BS EN ISO 9001:2015 and the appropriate BAFE module to their business.



As an approved contractor for the National Inspection Council for Electrical Installation Contracting, Logic are annually assessed to ensure compliance with BS 7671 safety standards.

The National Security Inspectorate is recognised as the leading certification body for security and fire protection industries in the UK.

Logic Fire and Security are proud to have Gold approval, signifying that in addition to compliance with industry specific standards, Logic also operate a quality management system and is compliant with BS EN 9001:2015.



SafeContractor is one of the UK's leading health and safety accreditation schemes in the UK.

From a client's perspective, Safecontractor accreditation provides evidence that the service provider is exceeding the relevant legal requirements, and increases their confidence in our health and safety competence.

Construction line is the UK's largest register for pre-qualified contractors and consultants. As a gold member, Logic have undergone validation checks beyond PAS 91 that cover environmental management, equality and diversity, quality management and ensure legislative compliance, as well as holdingSSIP Certification.



**Constructionline**  
Gold Member

Visit [www.logicfireandsecurity.com/about/accreditations](http://www.logicfireandsecurity.com/about/accreditations) to view the full list of third-party accreditations that Logic Fire and Security hold.



Fire Alarm System  
Service Provider



Emergency Lighting  
Maintenance Only



**Constructionline**

Gold Member



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