

Tarporley Community Centre - Fire alarm, fire extinguisher and gas trip valve monthly test

Revised: 15 Feb 21

Date of check 1/1/22 Name of checker A. John

Distribution: Trustees, website

Monthly Fire extinguisher checks

Location	Type	Size	Barlows asset number	Install date	Expiry date	In correct location?	Charge pressure Barg	Pull pin and seal OK?	Any damage? Give details
Committee Room	Powder	4 kg	2	2018	2023	OK	OK	OK	
Foyer	Foam	6 litre	1	2018	2023	OK			
Main Kitchen	Powder	4 kg	3	2018	2023	OK			
Main Hall, north wall	Foam	6 litre	5	2018	2023	OK			
Main Hall, SE emerg exit	Foam	6 litre	7	2018	2023	OK			
Main Hall, NE emerg exit	Foam	6 litre	6	2020	2025	OK			
Stage	CO2	5 kg	8	2016	2026	OK	n/a		
Arthur Meredith Room foyer	Foam	6 litre	9	2019	2024	OK	OK		
Craven Room	Foam	6 litre	11	2019	2024	OK			
Craven kitchen	Powder	4 kg	12	2018	2023	OK			
Boiler house	CO2	2kg	10	2019	2029	OK	n/a		
Main kitchen	Fire blanket		4	?		OK	OK		
Craven kitchen	Fire blanket		13	?		OK			

Foam and powder extinguishers have a life of 5 years, CO2 has a life of 10 years

Monthly gas trip valve test & procedure

Step	Comments	Step complete
1. Unlock Committee room CH programmer and increase set temp to run foyer boiler		PASS
2. Operate MCP in boiler room		FAIL
3. Check alarm sounds, silence alarm on foyer control panel (key needed)		PASS
4. Check foyer boiler tripped and gas v/v shut red light illuminated on foyer control panel		PASS
5. Reset MCP in boiler room		PASS
6. Reset fire alarm panel in foyer (key needed)		PASS
7. Check foyer boiler restarts or reset using button		PASS
8. Check CR boiler and reset if required		PASS
9. Check MH boiler no alarm codes and reset if required		PASS
10. Reduce set temp on Committee room programmer and re-lock		PASS
<b>Overall pass/fail</b>		PASS