



**FIA example 1 – Career episode and incidents cross-referenced to UK-SPEC**

Sandy Lane Shopping Centre, London.

<p>Sandy Lane Shopping Centre is a project that I was involved in during 2008, comprising 76 shop units in an enclosed mall area, back of house service areas, car parks, and 30 residential apartments. It was a £500k project to my company and I was designated Senior Commissioning Engineer for the project.</p> <p>The original design had been undertaken by the salesman who secured the order, and this was then updated by the Project Engineer as the project progressed. When the initial commissioning phase was approaching I was introduced to the project to familiarize myself with the commissioning requirements. The Project Manager showed me around the site and I was given a full Health &amp; safety induction by the Main Contractor.</p> <p>I then reviewed the Contract file and specification to establish the Cause &amp; Effect requirements of the project, how the shops and apartments interfaced with the Landlords system, and what level of complexity was involved in the control and monitoring systems.</p> <p>I am fully familiar with the requirements of BS5839 Pt 1 and Pt 6, and checked to ensure that these standards had been applied fully, particularly in respect of the apartments.</p> <p>When commissioning was due to start I held a meeting with the other 2 commissioning engineers that had been allocated to work under my supervision, ensured that they were given a full site H &amp; S induction, and then outlined the programme of works that we would be undertaking.</p> <p>Our initial task was to set-up and initialise the 3 control panels on the network, and then to progressively introduce the loop cabling one loop at a time. As the loops are powered up there are always various faults which need to be cleared in a systematic manner until each loop is clear. This tested my knowledge of earth faults, incorrectly connected devices, duplicate addressing, and control panel functions, particularly as I was supervising 2 less experienced engineers and teaching them how to differentiate the different faults that occur.</p> <p>During this process I noted some areas without adequate detection cover, due to changes to the original plans, and reported these back to the Project Manager to arrange for additional equipment to be added.</p> <p>Once I had ensured that all of the loops were powered up and all devices allocated, I ran a Battery load test on each panel to check the actual standby and alarm currents against the predicted calculations to ensure that the battery sizing would provide adequate standby as per BS5839 Pt1 – 24 hours in this case.</p> <p>The next step was to download the loop configurations from the control panels, and develop the Cause &amp; Effect on my laptop using the manufacturer's software. All of the address labels are then added (obtained from the client) and added to each device based on the as installed drawings.</p>	<p>E2</p> <p>A1</p> <p>B2 C2</p> <p>B1 C2</p> <p>C1</p> <p>B1</p> <p>D1</p>
--	---

 THE INSTITUTION OF FIRE ENGINEERS <small>FOUNDED 1913 INCORPORATED 1929</small>	<b>THE INSTITUTION OF FIRE ENGINEERS</b>	 Engineering Council <small>The IFE is a licensed member of The Engineering Council</small>
	<b>POLICY AND PROCEDURES MANUAL</b>	
	<b>Section 12-17</b> <b>FIA EngTech Professional Review Report examples</b>	

<p>Once the programme was complete I organised the commissioning team to begin individual commissioning tests of each device, to check that they operated correctly, had the correct address label, and brought up the correct icon in the right place on the site Graphic display. I had prepared a test sheet to cover every device and ensure that each was signed off for operation, label, position, graphics and C &amp; E. This included the individual testing and connection of each shop unit to ensure that the tenants system complied fully with the requirements of the centre and the requirements of BS5839Pt1.</p>	B2
<p>Once the commissioning had been completed and verified I arranged a preliminary handover test with the client to demonstrate the Cause &amp; Effect and check that all interfacing and output responses operated in line with site requirements.</p>	D2
<p>In the final stages of the project I managed various minor changes to the systems as the site was completed, arranged and conducted full handover tests with the client, consultant and Fire Service in attendance, and then completed and issued the final LPS1014 Commissioning certificates.</p>	
<p>After handover I attended site on a weekly basis to ensure that the client was fully comfortable with the operation of the systems, and provided further ad hoc training as required.</p>	D2
<p>Finally I arranged to be part of the first service visit so that I could train the service engineers in the detailed operation of the system.</p>	

**FIA example 2 – Career episode and incidents cross-referenced to UK-SPEC**

London House Office, London



<p><b>Overview</b>          London House is a 12 storey office block with 10 tenancies and Landlords areas. The refurbishment was carried out in 2009 and I was the Project Manager for XYZ Ltd.</p> <p>The project was quoted by one of our sales staff, and when the order was received the project was allocated to me to run. My first task was to review the project in full – the design, programme, technical requirements and pricing. This was to ensure that the quotation and order requirements matched, and is a key part of our quality system acting as a second formal check (the first being at quotation stage).</p> <p>Once I had established that our tender and the order were in line with the specification and nothing had been missed, I contacted the client to arrange a pre-start meeting on site. Prior to this meeting I compiled a list of questions regarding the programme, access to tenancies, tenancy interface requirements and builders works. All of these were discussed at the meeting, following which I was able to prepare a comprehensive method statement and risk assessment to forward to the client for approval.</p>	<p><b>IPD Area</b></p> <p>A1, C1</p> <p>A1, B1 C1, D1 D2</p>
--	--

<p>The project basically involved the removal of the old system in the Landlord's area and the installation of new equipment in its place. Whilst the work was being done the full fire detection cover needed to be kept in place so it was important to keep the old system working as the new system was being installed.</p> <p>The old system had 3 Landlord's panels at Ground, 4th and 8th floors, with the tenancies on that floor and the 3 above connected to that panel. I arranged for the work to be done in 3 sections, changing one panel at a time, and arranged for commissioning engineers to be available to work on each section.</p> <p>I organised and managed the installation labour on site, and liaised with the client to keep them constantly apprised of the current status. I liaised with the tenancies and ensured that I understood their interface parameters, and planned with them for a commissioning test when the tenancy had been moved from the old to the new system.</p> <p>Once the installation was complete I arranged for the Commissioning Engineer to input the new Cause &amp; Effect and test it in full out of hours. This required significant co-ordination with all of the tenancies. I had prepared a full Cause &amp; Effect Schedule which the client had signed off as correct, and this was tested thoroughly after being programmed in.</p> <p>On completion of the works I compiled the Operation and Maintenance manual incorporating all of the as installed drawings, cable test data, address schedules, Cause &amp; Effect schedule, test results, zone charts, and maintenance data and handed these over to the client with the testing and commissioning certificates. The job was LPS1014 so the LPS1014 certificate was also prepared and issued.</p> <p>I then ensured that the client received full training on the new system, operationally for site staff and an overview for the main client representative.</p> <p>Finally I asked the client to sign up to a maintenance contract for the new system and when that was done ensured that the first visit was booked in after a month to ensure that any initial anomalies were sorted out as soon as possible.</p>	<p>B2</p> <p>B1, B2 C1, C2, C3</p> <p>B2, C2, C3, D1</p> <p>D1</p> <p>C3, D2</p> <p>D2</p>
--	--

**FIA example 1 – Career episode and incidents cross-referenced to UK-SPEC**

Sandy Lane Shopping Centre, London.

<p>Sandy Lane Shopping Centre is a project that I was involved in during 2008, comprising 76 shop units in an enclosed mall area, back of house service areas, car parks, and 30 residential apartments. It was a £500k project to my company and I was designated Senior Commissioning Engineer for the project.</p>	
<p>The original design had been undertaken by the salesman who secured the order, and this was then updated by the Project Engineer as the project progressed. When the initial commissioning phase was approaching I was introduced to the project to familiarize myself with the commissioning requirements. The Project Manager showed me around the site and I was given a full Health &amp; safety induction by the Main Contractor.</p>	E2
<p>I then reviewed the Contract file and specification to establish the Cause &amp; Effect requirements of the project, how the shops and apartments interfaced with the Landlords system, and what level of complexity was involved in the control and monitoring systems.</p>	A1
<p>I am fully familiar with the requirements of BS5839 Pt 1 and Pt 6, and checked to ensure that these standards had been applied fully, particularly in respect of the apartments.</p>	
<p>When commissioning was due to start I held a meeting with the other 2 commissioning engineers that had been allocated to work under my supervision, ensured that they were given a full site H &amp; S induction, and then outlined the programme of works that we would be undertaking.</p>	B2 C2
<p>Our initial task was to set-up and initialise the 3 control panels on the network, and then to progressively introduce the loop cabling one loop at a time. As the loops are powered up there are always various faults which need to be cleared in a systematic manner until each loop is clear. This tested my knowledge of earth faults, incorrectly connected devices, duplicate addressing, and control panel functions, particularly as I was supervising 2 less experienced engineers and teaching them how to differentiate the different faults that occur.</p>	B1 C2
<p>During this process I noted some areas without adequate detection cover, due to changes to the original plans, and reported these back to the Project Manager to arrange for additional equipment to be added.</p>	C1
<p>Once I had ensured that all of the loops were powered up and all devices allocated, I ran a Battery load test on each panel to check the actual standby and alarm currents against the predicted calculations to ensure that the battery sizing would provide adequate standby as per BS5839 Pt1 – 24 hours in this case.</p>	B1
<p>The next step was to download the loop configurations from the control panels, and develop the Cause &amp; Effect on my laptop using the manufacturer's software. All of the address labels are then added (obtained from the client) and added to each device based on the as installed drawings.</p>	D1

 THE INSTITUTION OF FIRE ENGINEERS <small>FOUNDED 1913 INCORPORATED 1929</small>	<b>THE INSTITUTION OF FIRE ENGINEERS</b>	 Engineering Council <small>The IFE is a licensed member of The Engineering Council</small>
	<b>POLICY AND PROCEDURES MANUAL</b>	
	<b>Section 12-17</b> <b>FIA EngTech Professional Review Report examples</b>	

<p>Once the programme was complete I organised the commissioning team to begin individual commissioning tests of each device, to check that they operated correctly, had the correct address label, and brought up the correct icon in the right place on the site Graphic display. I had prepared a test sheet to cover every device and ensure that each was signed off for operation, label, position, graphics and C &amp; E. This included the individual testing and connection of each shop unit to ensure that the tenants system complied fully with the requirements of the centre and the requirements of BS5839Pt1.</p>	B2
<p>Once the commissioning had been completed and verified I arranged a preliminary handover test with the client to demonstrate the Cause &amp; Effect and check that all interfacing and output responses operated in line with site requirements.</p>	D2
<p>In the final stages of the project I managed various minor changes to the systems as the site was completed, arranged and conducted full handover tests with the client, consultant and Fire Service in attendance, and then completed and issued the final LPS1014 Commissioning certificates.</p>	
<p>After handover I attended site on a weekly basis to ensure that the client was fully comfortable with the operation of the systems, and provided further ad hoc training as required.</p>	D2
<p>Finally I arranged to be part of the first service visit so that I could train the service engineers in the detailed operation of the system.</p>	

**FIA example 2 – Career episode and incidents cross-referenced to UK-SPEC**

London House Office, London



<p><b>Overview</b>          London House is a 12 storey office block with 10 tenancies and Landlords areas. The refurbishment was carried out in 2009 and I was the Project Manager for XYZ Ltd.</p> <p>The project was quoted by one of our sales staff, and when the order was received the project was allocated to me to run. My first task was to review the project in full – the design, programme, technical requirements and pricing. This was to ensure that the quotation and order requirements matched, and is a key part of our quality system acting as a second formal check (the first being at quotation stage).</p> <p>Once I had established that our tender and the order were in line with the specification and nothing had been missed, I contacted the client to arrange a pre-start meeting on site. Prior to this meeting I compiled a list of questions regarding the programme, access to tenancies, tenancy interface requirements and builders works. All of these were discussed at the meeting, following which I was able to prepare a comprehensive method statement and risk assessment to forward to the client for approval.</p>	<p><b>IPD Area</b></p> <p>A1, C1</p> <p>A1, B1 C1, D1 D2</p>
--	--

<p>The project basically involved the removal of the old system in the Landlord's area and the installation of new equipment in its place. Whilst the work was being done the full fire detection cover needed to be kept in place so it was important to keep the old system working as the new system was being installed.</p> <p>The old system had 3 Landlord's panels at Ground, 4th and 8th floors, with the tenancies on that floor and the 3 above connected to that panel. I arranged for the work to be done in 3 sections, changing one panel at a time, and arranged for commissioning engineers to be available to work on each section.</p> <p>I organised and managed the installation labour on site, and liaised with the client to keep them constantly appraised of the current status. I liaised with the tenancies and ensured that I understood their interface parameters, and planned with them for a commissioning test when the tenancy had been moved from the old to the new system.</p> <p>Once the installation was complete I arranged for the Commissioning Engineer to input the new Cause &amp; Effect and test it in full out of hours. This required significant co-ordination with all of the tenancies. I had prepared a full Cause &amp; Effect Schedule which the client had signed off as correct, and this was tested thoroughly after being programmed in.</p> <p>On completion of the works I compiled the Operation and Maintenance manual incorporating all of the as installed drawings, cable test data, address schedules, Cause &amp; Effect schedule, test results, zone charts, and maintenance data and handed these over to the client with the testing and commissioning certificates. The job was LPS1014 so the LPS1014 certificate was also prepared and issued.</p> <p>I then ensured that the client received full training on the new system, operationally for site staff and an overview for the main client representative.</p> <p>Finally I asked the client to sign up to a maintenance contract for the new system and when that was done ensured that the first visit was booked in after a month to ensure that any initial anomalies were sorted out as soon as possible.</p>	<p>B2</p> <p>B1, B2 C1, C2, C3</p> <p>B2, C2, C3, D1</p> <p>D1</p> <p>C3, D2</p> <p>D2</p>
---	--

**FIA example 1 – Career episode and incidents cross-referenced to UK-SPEC**

Sandy Lane Shopping Centre, London.

<p>Sandy Lane Shopping Centre is a project that I was involved in during 2008, comprising 76 shop units in an enclosed mall area, back of house service areas, car parks, and 30 residential apartments. It was a £500k project to my company and I was designated Senior Commissioning Engineer for the project.</p> <p>The original design had been undertaken by the salesman who secured the order, and this was then updated by the Project Engineer as the project progressed. When the initial commissioning phase was approaching I was introduced to the project to familiarize myself with the commissioning requirements. The Project Manager showed me around the site and I was given a full Health &amp; safety induction by the Main Contractor.</p> <p>I then reviewed the Contract file and specification to establish the Cause &amp; Effect requirements of the project, how the shops and apartments interfaced with the Landlords system, and what level of complexity was involved in the control and monitoring systems.</p> <p>I am fully familiar with the requirements of BS5839 Pt 1 and Pt 6, and checked to ensure that these standards had been applied fully, particularly in respect of the apartments.</p> <p>When commissioning was due to start I held a meeting with the other 2 commissioning engineers that had been allocated to work under my supervision, ensured that they were given a full site H &amp; S induction, and then outlined the programme of works that we would be undertaking.</p> <p>Our initial task was to set-up and initialise the 3 control panels on the network, and then to progressively introduce the loop cabling one loop at a time. As the loops are powered up there are always various faults which need to be cleared in a systematic manner until each loop is clear. This tested my knowledge of earth faults, incorrectly connected devices, duplicate addressing, and control panel functions, particularly as I was supervising 2 less experienced engineers and teaching them how to differentiate the different faults that occur.</p> <p>During this process I noted some areas without adequate detection cover, due to changes to the original plans, and reported these back to the Project Manager to arrange for additional equipment to be added.</p> <p>Once I had ensured that all of the loops were powered up and all devices allocated, I ran a Battery load test on each panel to check the actual standby and alarm currents against the predicted calculations to ensure that the battery sizing would provide adequate standby as per BS5839 Pt1 – 24 hours in this case.</p> <p>The next step was to download the loop configurations from the control panels, and develop the Cause &amp; Effect on my laptop using the manufacturer's software. All of the address labels are then added (obtained from the client) and added to each device based on the as installed drawings.</p>	<p>E2</p> <p>A1</p> <p>B2 C2</p> <p>B1 C2</p> <p>C1</p> <p>B1</p> <p>D1</p>
--	---



 <p>THE INSTITUTION OF FIRE ENGINEERS FOUNDED 1913 INCORPORATED 1929</p>	<b>THE INSTITUTION OF FIRE ENGINEERS</b>	 <p>The IFE is a licensed member of The Engineering Council</p>
	<b>POLICY AND PROCEDURES MANUAL</b>	
	<b>Section 12-17</b> <b>FIA EngTech Professional Review Report examples</b>	

<p>Once the programme was complete I organised the commissioning team to begin individual commissioning tests of each device, to check that they operated correctly, had the correct address label, and brought up the correct icon in the right place on the site Graphic display. I had prepared a test sheet to cover every device and ensure that each was signed off for operation, label, position, graphics and C &amp; E. This included the individual testing and connection of each shop unit to ensure that the tenants system complied fully with the requirements of the centre and the requirements of BS5839Pt1.</p>	B2
<p>Once the commissioning had been completed and verified I arranged a preliminary handover test with the client to demonstrate the Cause &amp; Effect and check that all interfacing and output responses operated in line with site requirements.</p>	D2
<p>In the final stages of the project I managed various minor changes to the systems as the site was completed, arranged and conducted full handover tests with the client, consultant and Fire Service in attendance, and then completed and issued the final LPS1014 Commissioning certificates.</p>	
<p>After handover I attended site on a weekly basis to ensure that the client was fully comfortable with the operation of the systems, and provided further ad hoc training as required.</p>	D2
<p>Finally I arranged to be part of the first service visit so that I could train the service engineers in the detailed operation of the system.</p>	

**FIA example 2 – Career episode and incidents cross-referenced to UK-SPEC**

London House Office, London

<p><b>Overview</b></p> <p>London House is a 12 storey office block with 10 tenancies and Landlords areas. The refurbishment was carried out in 2009 and I was the Project Manager for XYZ Ltd.</p> <p>The project was quoted by one of our sales staff, and when the order was received the project was allocated to me to run. My first task was to review the project in full – the design, programme, technical requirements and pricing. This was to ensure that the quotation and order requirements matched, and is a key part of our quality system acting as a second formal check (the first being at quotation stage).</p> <p>Once I had established that our tender and the order were in line with the specification and nothing had been missed, I contacted the client to arrange a pre-start meeting on site. Prior to this meeting I compiled a list of questions regarding the programme, access to tenancies, tenancy interface requirements and builders works. All of these were discussed at the meeting, following which I was able to prepare a comprehensive method statement and risk assessment to forward to the client for approval.</p>	<p><b>IPD Area</b></p> <p>A1, C1</p> <p>A1, B1 C1, D1 D2</p>
--	--

 THE INSTITUTION OF FIRE ENGINEERS <small>FOUNDED 1913 • INCORPORATED 1924</small>	<b>THE INSTITUTION OF FIRE ENGINEERS</b>	 The IFE is a licensed member of The Engineering Council
	<b>POLICY AND PROCEDURES MANUAL</b>	
	<b>Section 12-17</b> <b>FIA EngTech Professional Review Report examples</b>	

<p>The project basically involved the removal of the old system in the Landlord's area and the installation of new equipment in its place. Whilst the work was being done the full fire detection cover needed to be kept in place so it was important to keep the old system working as the new system was being installed.</p> <p>The old system had 3 Landlord's panels at Ground, 4th and 8th floors, with the tenancies on that floor and the 3 above connected to that panel. I arranged for the work to be done in 3 sections, changing one panel at a time, and arranged for commissioning engineers to be available to work on each section.</p> <p>I organised and managed the installation labour on site, and liaised with the client to keep them constantly appraised of the current status. I liaised with the tenancies and ensured that I understood their interface parameters, and planned with them for a commissioning test when the tenancy had been moved from the old to the new system.</p> <p>Once the installation was complete I arranged for the Commissioning Engineer to input the new Cause &amp; Effect and test it in full out of hours. This required significant co-ordination with all of the tenancies. I had prepared a full Cause &amp; Effect Schedule which the client had signed off as correct, and this was tested thoroughly after being programmed in.</p> <p>On completion of the works I compiled the Operation and Maintenance manual incorporating all of the as installed drawings, cable test data, address schedules, Cause &amp; Effect schedule, test results, zone charts, and maintenance data and handed these over to the client with the testing and commissioning certificates. The job was LPS1014 so the LPS1014 certificate was also prepared and issued.</p> <p>I then ensured that the client received full training on the new system, operationally for site staff and an overview for the main client representative.</p> <p>Finally I asked the client to sign up to a maintenance contract for the new system and when that was done ensured that the first visit was booked in after a month to ensure that any initial anomalies were sorted out as soon as possible.</p>	<p>B2</p> <p>B1, B2 C1, C2, C3</p> <p>B2, C2, C3, D1</p> <p>D1</p> <p>C3, D2</p> <p>D2</p>
---	--