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BASIC FIRE ALARM SYSTEM OPERATION ~ C-TEC XFP FIRE ALARM SYSTEM (PLASTIC MCP ELEMENTS)
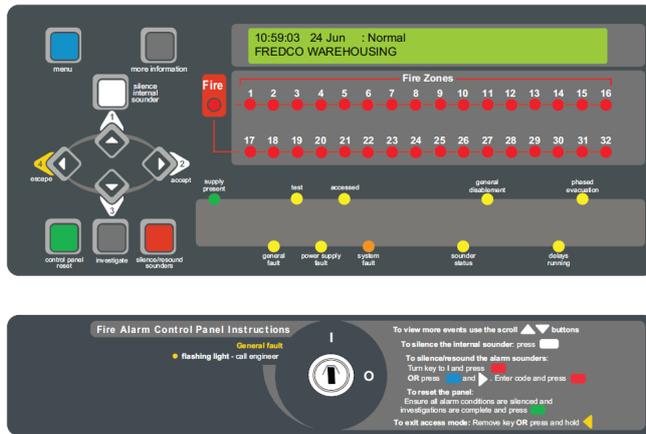
TO TEST ALARM

1) Press the white centre area of a red fire alarm **call point**. Sounders will sound, the indicator on the call point will illuminate and the white centre section will drop slightly to reveal a yellow operated indicator.
2) At the control panel insert the **control enable key** and turn gently to the (1) position
3) At the control panel press the **red silence/resound sounders button**
4) **Wait** for the sounders to stop
5) **Insert black test key** into the two square holes at the bottom centre edge of the call point, firstly pushing firmly up to engage, then pulling down to lower the front 'chin' section of the unit.
6) Once the 'chin' section has been lowered 10mm **push back up to reset the call point**.
7) At the control panel press the **green reset button**, wait for the control panel to reset.
8) Turn the **control enable key** to (0) and remove key.

TO RESET ALARM AFTER ACTIVATION

1) Ensure the **cause of the activation is eliminated** (the panel will show which sensor/ call point is activated)
2) At the control panel insert the **control enable key** and turn gently to the (1) position.
3) At the control panel press the **red silence/resound sounders button**
4) **Wait** for the sounders to stop
5) Either **a)** Ensure the affected area is clear of smoke or **b)** the manual call point is reset as above.
6) At the control panel press the **green reset button**, wait for the control panel to reset.
7) Turn the **control enable key** to (0) and remove key.

ALL FIRE ALARM TESTS AND ACTIVATIONS SHOULD BE RECORDED IN YOUR FIRE ALARM LOG