

Commissioning Request Form

*Request for the commissioning of a Fire Detection System and associated systems
Protec Fire Detection PLC, Protec House, Churchill Way, Nelson, Lancs, BB9 6RT. England.
Web: www.protec.co.uk Tel: 0370 907 1710*

Purchaser Details

Purchaser of equipment

Site address

Commissioning Details

Systems to be commissioned:

Fire Detection <input type="checkbox"/>	Emergency Lighting <input type="checkbox"/>	PAVA <input type="checkbox"/>	CCTV <input type="checkbox"/>
Disabled Refuge <input type="checkbox"/>	Air Sampling <input type="checkbox"/>	Custodial System <input type="checkbox"/>	Gas Detection <input type="checkbox"/>
Gas Suppression <input type="checkbox"/>	Intruder <input type="checkbox"/>	Access Control <input type="checkbox"/>	Other <input type="checkbox"/>

Fire Category:

M <input type="checkbox"/>	P1 <input type="checkbox"/>	P2 <input type="checkbox"/>
Not Known <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>
L3 <input type="checkbox"/>	L4 <input type="checkbox"/>	L5 <input type="checkbox"/>

Commission Type:

New <input type="checkbox"/>	Additional <input type="checkbox"/>	Alterations <input type="checkbox"/>
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Sales order information

Order No. Date

Protec sales No.

Additional Equipment? Yes No

If additional equipment has been ordered please detail below

Order No. Date

Protec sales No.

Equipment to be commissioned

Panel Manufacturer i.e Protec

Panel Model i.e 6500, 6100

Model No.

Description

QTY

Model No.

Description

QTY

Commissioning request

Order No.

Please forward an official order with this form

Commissioning of system will normally be charged at engineers' current rate plus all expenses. Unless a figure has been previously quoted.

If previously quoted, please insert cost

When a quotation is given it is subject to all terms and conditions being adhered to (see terms overleaf) and the information given on this form being accurate. If this is not completed with, then at our sole discretion, we reserve the right to charge on a time and expenses basis. Normally we will allow a total allowance of 30 min waiting time on site for breach of terms to be rectified before implementing the above.

Date requested - Minimum 14 days notice is required for commission

Number of days required

Date required

Note - a full day is a maximum 7.5 hours on site with any additional hours invoiced at our current premium rate. Half day is a maximum 3.75 hours on site, exceeding

Information required

Yes No N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All of the listed equipment on site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The system is wired in (cable type)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Our electrician will be on site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ladders/Scaffolding/Access lifts are available
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has voltage been connected to any equipment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The installation meets BS7671
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cabling has been tested to Section 38 (BS5839-1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Equipment has been connected and securely fixed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access codes for any open/client managed/third-party panels
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All required site permits have been organised and arranged

Minimum requirement for fire detection commission to BS:5939-1

Yes No N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cause & effects specification
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	"As fitted drawings"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Zone details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Text listings
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	System specification available
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design certificate
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Installation certificate
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Radio survey (wireless systems only)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drawings/Data for any graphics systems

This information must be made available to our engineers prior to commissioning. If all the relevant details are not provided then the equipment will be 'set to work' only and not commissioned to BS5839-1.

Training Competencies/Qualifications as required

PPE Requirements

Do you require any PPE?

- Hard Hat Safety Goggles Boots
 High Vis clothing Gloves Ear Defenders

Other

Maintenance requirement

With reference to BS5839-1 it is essential that the commissioned fire equipment is subject to periodic maintenance. The fire precautions (workplace) regulations 1997 regulation 6, also refers to maintenance as necessary to the safety of employees in case of fire. For a free quotation, including our extended Product Life Time warranty please contact our customer services on 0370 907 1710 or complete the below section of this form.

Details for warranty

Contact name

Client

Address details

Contact number

Site induction

Is a site induction required, if yes give details below Yes No

Duration

Time

Date

Should you have any queries please ask our Customer Service on 0370 907 1710

Terms and conditions

I/We accept your terms and conditions references overleaf, and that the above information provided is accurate

Name

Contact No.

Date

Position

For our full terms and conditions please refer to our website - www.protec.co.uk/terms © 2026 Protec fire Detection PLC

Once completed please email to: service@protec.co.uk