

# A Quick Guide to Fire Alarm Zone Plans

In order to produce a useful and compliant zone plan the following information is needed

**1. The name and address of the site that the Zone Plan is for.**

**2. The location of the wall on which the Fire Alarm Panel (FAP) is mounted**

Show the location of the panel and yourself in relation to the rest of the building. Additional devices can be added as their locations are needed for weekly tests as well as regular service and maintenance visits. Other useful information to include, particularly for HMO properties, are the Fuse Board and Gas Shut Off locations.

**NOTE** It is important not to 'clutter up' the plan as it needs to be as legible and clear as possible.

**3. The fire alarm detection zones clearly outlined**

The site opposite has a system where Zone 1 is all of the ground floor and Zone 2 is all of the first floor. Whatever zones are programmed on the panel must be replicated on the zone plan. An outline around the zone area will be sufficient. It doesn't need to be supplied to us coloured-in or shaded.

**4. All entrances, exits, escape routes and circulation areas are clearly defined**

Ask yourself 'If I am here, where do I go to get out safely?' This is another reason why the plan must be correctly orientated. Also can you clearly where the stairs are and where they lead to?

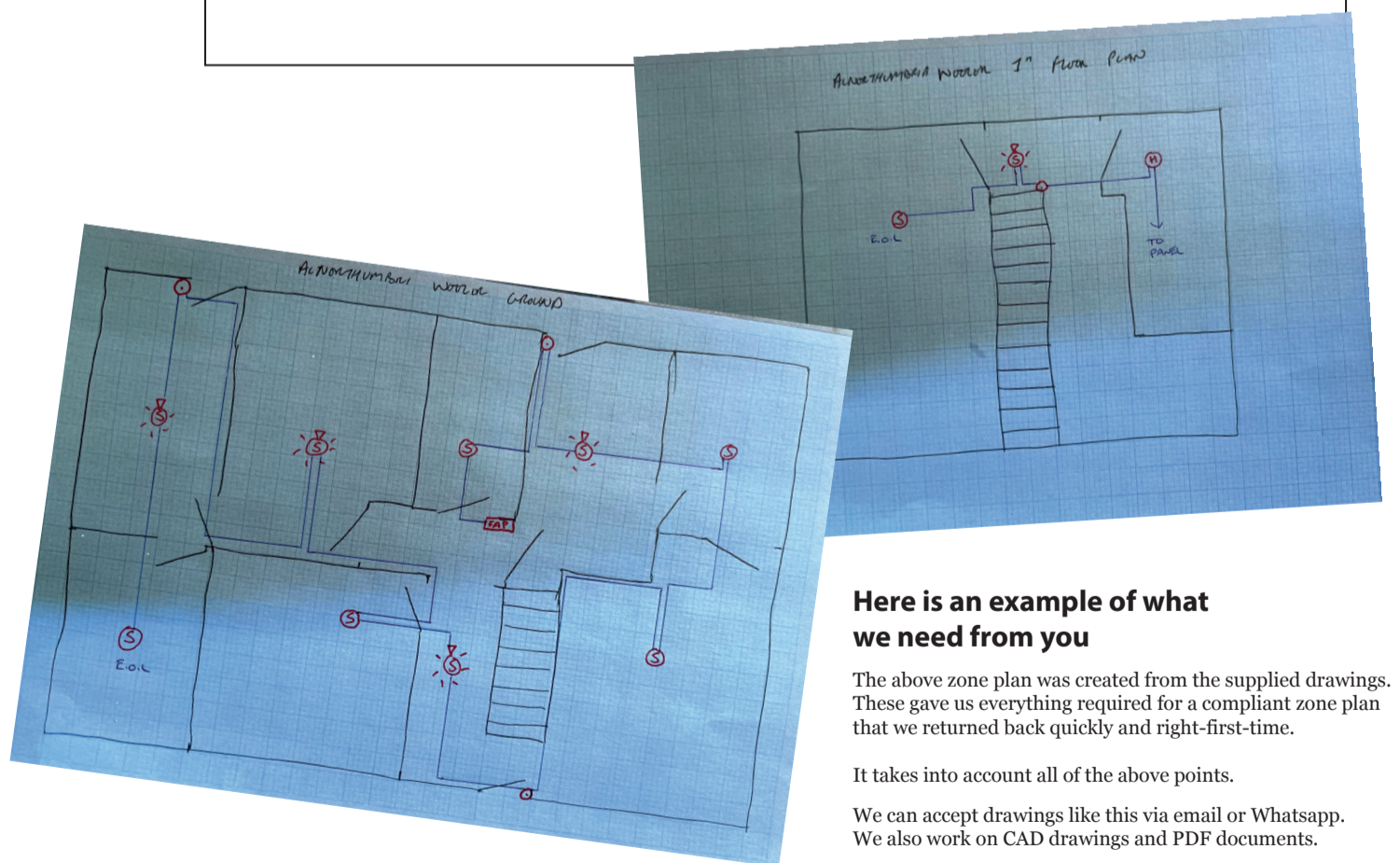
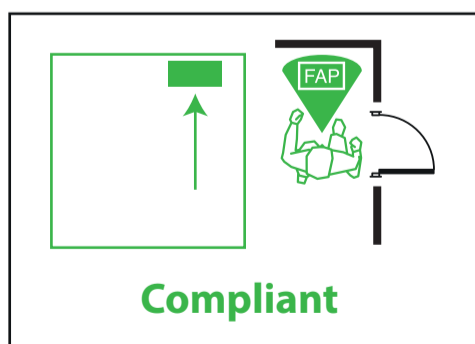
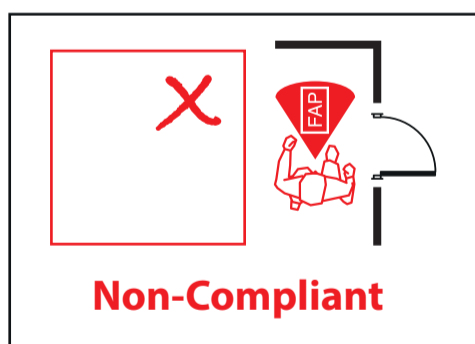
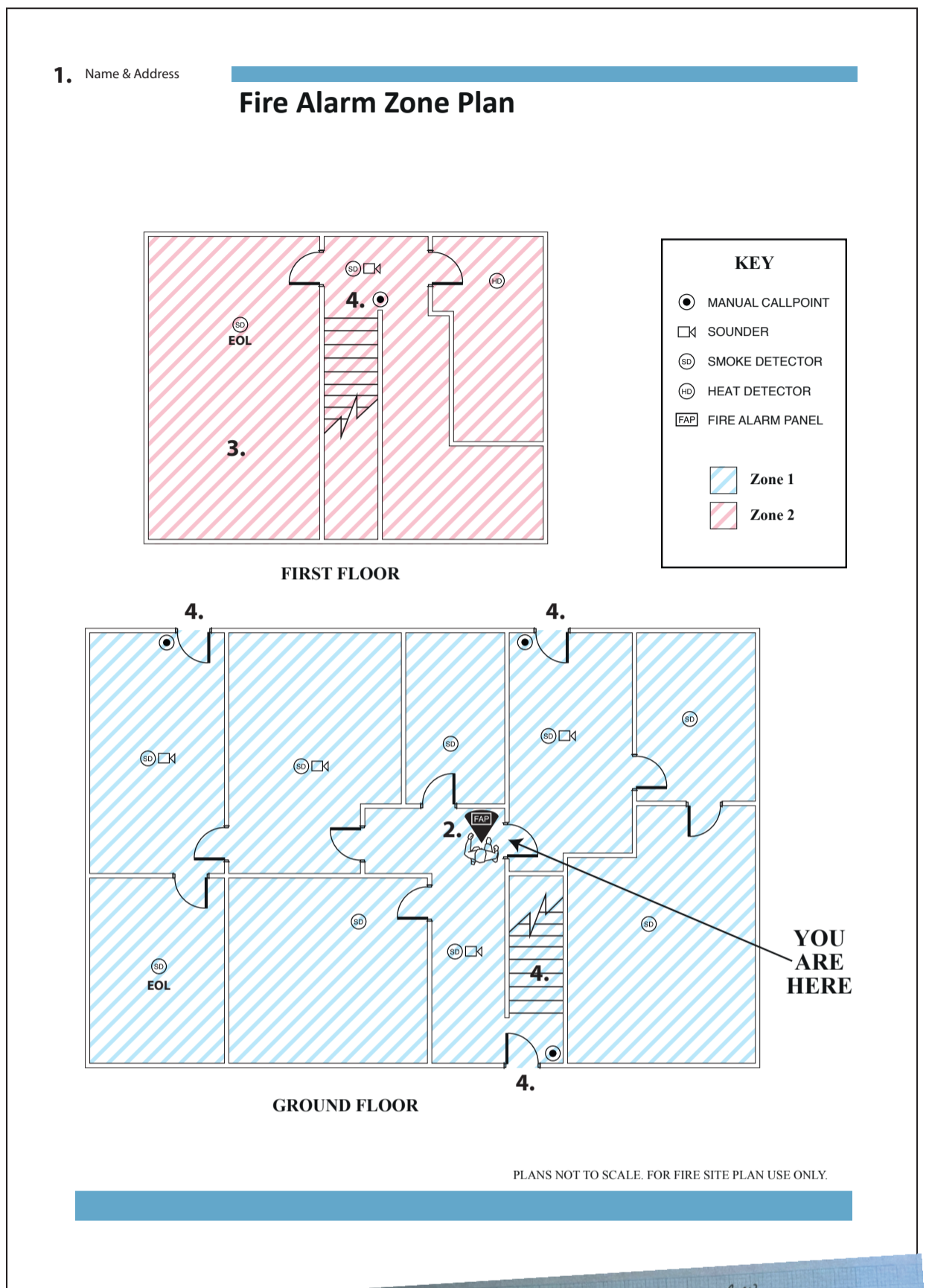
**5. The finished print size (A3 or A4) and orientation (landscape or portrait)**

How much space is next to the panel? What way up is the frame? What Size should the zone plan be printed?

**! IMPORTANT. The Zone Plan must be in the correct orientation**

When facing the panel the zone plan next to it must show the layout of the building 'as you are looking at it'. For example if you are facing the fire alarm panel and there is a door to your right then the door must appear on the right on the plan.

The exact location of the wall on which the panel is mounted is required. An 'X' in the middle of a room will be result in the zone plan being non-compliant.



**Because your premises are not 100% compliant without a zone plan.**

We're more than happy to help - just call Phil on 07711 784 157 or email [phil@zoneplans.uk](mailto:phil@zoneplans.uk)

[www.zoneplans.uk](http://www.zoneplans.uk)

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