

# EC-P4Z Operator Manual

## 1. Panel

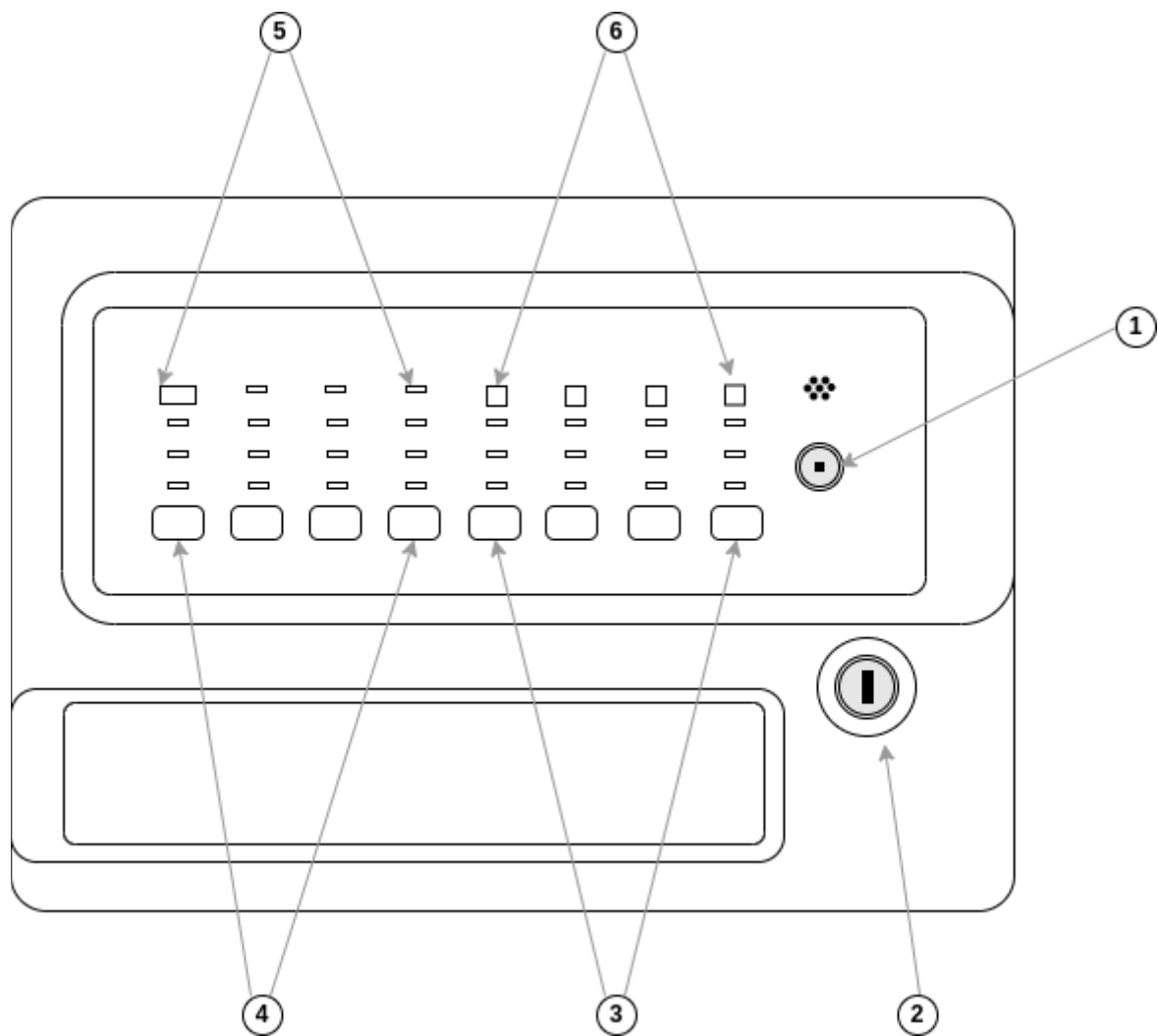


Figure 1. Front panel fascia

- |   |                    |   |                       |
|---|--------------------|---|-----------------------|
| 1 | Control Key-switch | 4 | Panel control buttons |
| 2 | Door Key           | 5 | Panel status LEDs     |
| 3 | Zone buttons       | 6 | Zone Status LEDs      |

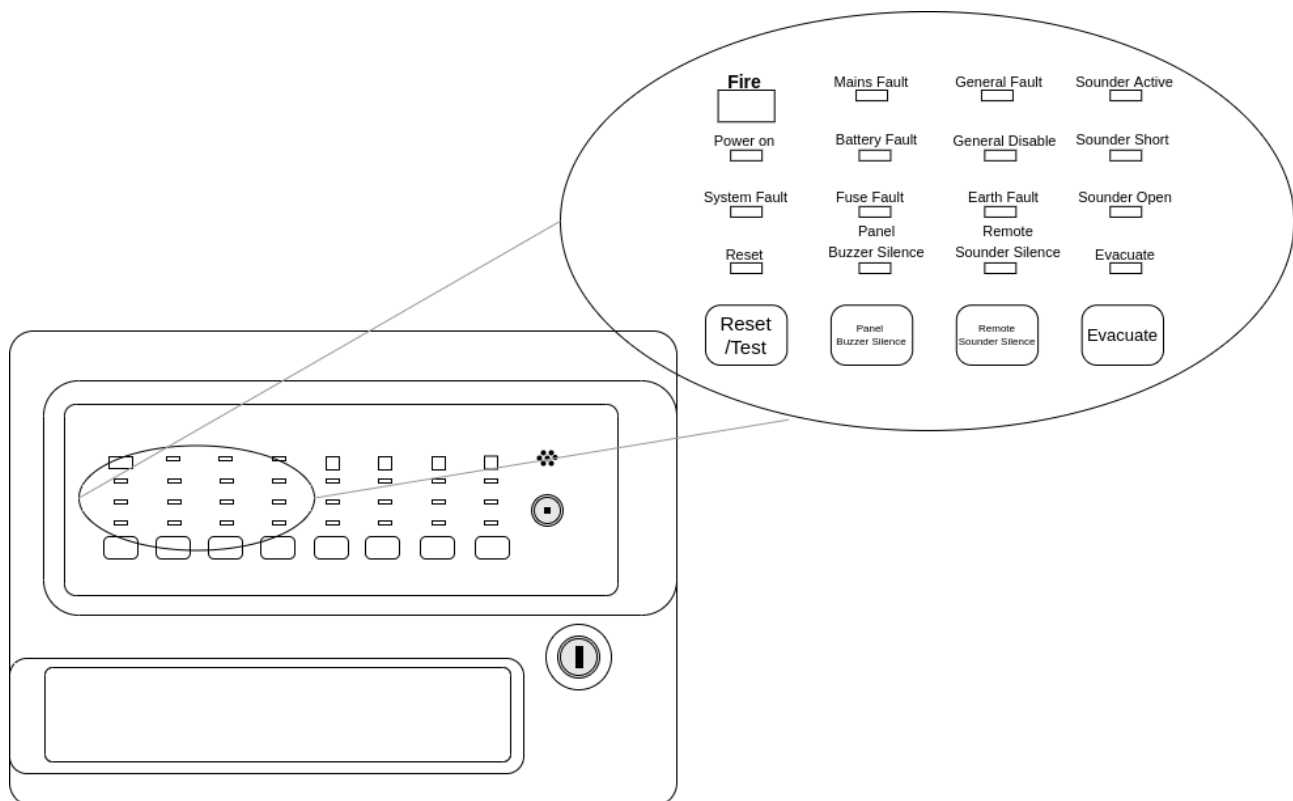
## 2. Operation of the panel

### 2.1 Key Control

**Disable:** Can inspect the panel only. None of the buttons on the control panel will operate.

**Enable:** Turn key to “enable” to activate the buttons on the control panel. Now you can Reset/Test, silence buzzer, silence/resound sounders/ evacuate and enable and disable zones.

### 2.2 Function of buttons on main board



Fire  
Mains Fault  
General Fault  
  
Sounder Active  
Power On  
Battery Fault  
General Disable  
  
Sounder Short

Red FIRE LED will light to indicate a fire alarm condition  
Yellow LED will light to indicate no mains power detected  
Yellow LED will indicate there is a fault somewhere on the system. See other LEDs for detail of fault.  
Yellow LED will indicate the system sounders are active.  
Green LED indicates the panel is on.  
Yellow LED indicates the battery voltage is not being detected.  
Yellow LED indicates one of the zones has been disabled. See Zone indications to identify which Zone has been disabled.  
Yellow LED indicates short circuit detector on a sounder circuit

System Fault	Yellow LED indicates a general system error
Fuse Fault	Yellow LED indicates internal fuse is blown.
Earth Fault	Yellow LED indicates that an earth fault is detected.
Sounder Open	Yellow LED indicates that the sounder output has an open circuit
Reset LED	Yellow LED indicates that the Reset button has been activated
Buzzer Silence LED	Yellow LED indicates that the Buzzer Silence button has been activated
Sounder Silence LED	Yellow LED indicates that the Sounder Silence button has been activated
Evacuate LED	Yellow LED indicates that the Evacuate button has been activated
Reset/Test Button	Resets the panel and tests the LEDs on the panel.
Buzzer Silence Button	Button to silence the panel buzzer
Sounder Silence Button	Button to silence the sounders connected to the fire alarm system
Evacuate Button	Press button to enter the evacuation condition, which will activate all sounders and outputs on the alarm. Press again to stop.

## 2.3 Zone disable

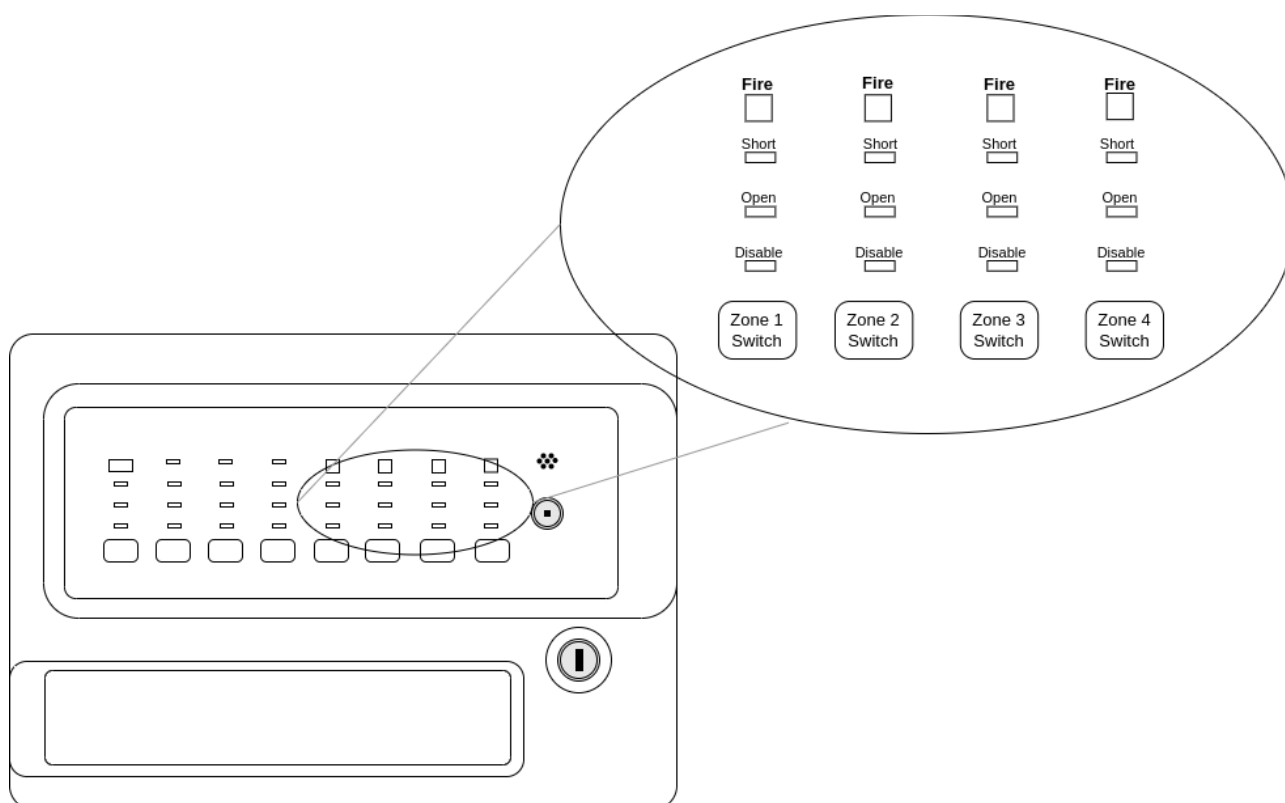


Figure 11. Zone status indicators and control buttons

Fire	RED Fire LED will indicate which Zone has detected the fire alarm condition
Short	Yellow LED will indicate wiring short detected on the zone cable
Open	Yellow LED will indicate open circuit detected on the zone cable
Disable	Yellow LED will indicate the zone has been disabled
Zone Buttons	Press the button to disable the zone. Disabling the zone will make the panel ignore any fire and faults from all devices on the zone. Press again to re-enable.

### 3. Maintenance and testing

It is important that the fire alarm system is kept in good working order. It should be regularly inspected for any fault indications, which should be reported to your installation or maintenance contractor to perform any remedial action. Any fault or alarm events should be recorded in the system log book by the responsible person.

#### 3.1 Fire Drill Testing

Appropriate arrangements should be made to regularly test the alarm system to ensure the system is functioning correctly and that occupants are familiar with the evacuation sound. Ideally the panel should be tested at an agreed time and day so that all occupants can be aware of when the alarm indicates a drill rather than a true alarm activation.

#### 3.2 Quarterly Maintenance

Contact your installation or maintenance contractor to perform a quarterly inspection of the fire alarm system.

The inspection must test at least one device per zone and verify that the control panel responds to all fault and alarm events. The control panel power supply and battery voltage should be checked.

#### 3.3 Annual Maintenance

Contact your installation or maintenance contractor to perform a quarterly inspection of the fire alarm system.

The inspection must test at least all the system devices and verify that the control panel responds to all fault and alarm events. All electrical connections must be visually inspected to make sure that they are securely fastened, they have not been damaged and that they are appropriately protected. The control panel power supply and battery voltage should be checked.

## 4. System Details

### Installation Details

Installation Address:

Date of Installation:

Installation Company:

Commissioned by [Name]

Commissioned by [Signed]

Tel:

Reg No:

### System Details

		Number of Devices			
ZONE	AREA DESCRIPTION	Smoke	Heat	MCP	Other*
1					
2					
3					
4					
	Confirm sounders can be heard in whole building		YES		NO

\* Detail other devices installed:

## 5. User responsibilities

### 5.1 Responsible person

The user needs to appoint a single, named responsible person to supervise all matters pertaining to the fire alarm system.

The role of the responsible person will ensure :

- That the system is tested and maintained in accordance with the standards
- Appropriate records are kept in the system log book
- Relevant occupants in the protected premises are aware of their roles and responsibilities in connection with the fire alarm system
- Level of false alarms are kept to a minimum
- Check the control and indicating equipment is checked at least once every 24 hours to confirm that there are no faults on the system
- That the necessary records, drawings and operating instructions are supplied and updated when any changes are made to the system
- Where necessary, that the suitable zone plan is displayed and is kept up to date.

## 5.2 Log Book

It is recommended that a log book be maintained by the responsible person, who should ensure that every entry is properly recorded.

**Name of responsible person**

**Name of maintenance company**

**Contact details of maintenance company**

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The following should be recorded:

- Date and time of all tests, including fire drills
- Date and time of all fires to which the system responds
- Date and time of all false alarms
- Causes, circumstances surrounding, and category of all false alarms (if known)
- Date and time of any faults and defects
- Date and types of all maintenance visits (service or routine)

DATE	TIME	EVENT (Fire/Fault/False Alarm)	DETAILS