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## WEEKLY FIRE ALARM TEST RECORDS

Date	Call point Nos. or Detector Nos.	Comments	Action taken	Signed	Action Completed Sign & Date
01/10/08	CALL POINT 04	SATISFACTORY	NONE	PL	N/A
07/10/08	DETECTOR Q27	ACCIDENTAL FALSE ALARM PERSON SMOKING UNDER DETECTOR	ALL STAFF REMINDED ABOUT SMOKING POLICY	JW	JW 08/10/08
14/10/08	CALL POINT 05	FAILED TO OPERATE	FIRE ALARM ENGINEER CALLED TO	DA	DA
			ATTEND & REPLACED CALL POINT		15/10/08

