

Loss Prevention Standard

LPS 1500: Issue 2.1

Requirements for the LPCB Approval and Listing of companies installing construction elements used to provide compartmentation in buildings

This standard defines the requirements for companies installing fire resisting compartment systems approved by LPCB to the requirements of LPS 1208 – LPCB Fire resistance requirements for elements of construction used to provide compartmentation

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PARTICIPATING ORGANISATIONS

This standard was approved by the LPC Fire and Security Board and Expert Group D. The following organisations participated in the preparation of this standard:-

Association of British Insurers
 Association of Building Engineers
 Association of Chief Police Officers
 Association for Specialist Fire Protection
 British Automatic Fire Sprinkler Association
 British Rigid Urethane Foam Manufacturers' Association
 British Security Industry Association
 BT Redcare
 Chief Fire Officers Association
 Door & Hardware Federation
 Electrical Contractors Association
 Engineering Panels in Construction
 EURISOL UK Mineral Wool Association
 European Fire Sprinkler Network
 Fire Industry Association
 Glass and Glazing Federation
 Health & Safety Executive
 Heating, Ventilation and Air Conditioning Manufacturers' Association
 Home Office
 International Association for Cold Storage Construction
 Intumescent Fire Seals Association
 Metronet
 Modular & Portable Building Association
 Risk Engineering Data Exchange Group
 Royal and Sun Alliance
 Royal Institution of Chartered Surveyors

REVISION OF LOSS PREVENTION STANDARDS

Loss Prevention Standards will be revised by issue of revised editions or amendments. Details will be posted on our website at www.redbooklive.com

Technical or other changes which affect the requirements for the approval or certification of the product or service will result in a new issue. Minor or administrative changes (e.g. corrections of spelling and typographical errors, changes to address and copyright details, the addition of notes for clarification etc.) may be made as amendments. (See amendments table on page 10)

The issue number will be given in decimal format with the integer part giving the issue number and the fractional part giving the number of amendments (e.g. Issue 3.2 indicates that the document is at Issue 3 with 2 amendments).

USERS OF LOSS PREVENTION STANDARDS SHOULD ENSURE THAT THEY POSSESS THE LATEST ISSUE AND ALL AMENDMENTS.

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FOREWORD

This standard identifies the evaluation and/or testing practices undertaken by LPCB for the purposes of approval and listing of products and services. LPCB listing and approval of products and services is based on evidence acceptable to LPCB:-

- that the product or service meets the standard
- that the manufacturer or service provider has staff, processes and systems in place to ensure that the product or service delivered meets the standard

and on:-

- periodic audits of the manufacturer or service provider including testing as appropriate
- compliance with the contract for LPCB listing and approval including agreement to rectify faults as appropriate.

NOTES

Compliance with this LPS does not of itself confer immunity from legal obligations. Users of LPSs should ensure that they possess the latest issue and all amendments.

LPCB welcomes comments of a technical or editorial nature and these should be addressed to “the Technical Director” at enquiries@breglobal.co.uk.

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1 SCOPE

This standard specifies the requirements for companies installing fire resisting compartment systems approved by LPCB to the requirements of LPS 1208 – LPCB fire resistance requirements for elements of construction used to provide compartmentation. The purpose of this scheme is to provide a link between an LPCB approved system and competency for installers. It will specifically cover aspects of installation that are critical in terms of fire protection.

2 DEFINITIONS

Approved Installer - An Installing Company that meets the requirements of this standard.

Installing Company - A company that employs personnel to install fire resisting compartment systems approved by LPCB to the requirements of LPS 1208.

National Vocational Qualification (NVQ) - A qualification recognised by the Construction Industry Training Board.

Scottish Vocational Qualification (NVQ) - The preferred system of vocational qualification in Scotland.

Workmanship - The ability to install products within the stated tolerances specified to meet all required performance requirements.

3 REQUIREMENTS

These requirements apply to all LPCB approved companies installing fire resisting compartment systems approved by LPCB to LPS 1208.

An LPCB approved installer shall meet all the requirements in this section.

3.1 Records and supporting documentation

The installing company shall maintain documentation and records of the activities that fall under the requirements of this standard. The purpose of the records is to demonstrate that:

- (i) The requirements of this standard were met and;
- (ii) The compartmentation system was installed so that the design requirements and applicable performance characteristics were met.

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Specifically, the Installing Company shall maintain at least the following records;

3.1.1 General records for each contract undertaken

These shall include:

- (i) Client.
- (ii) Site address.
- (iii) Start and finish date.
- (iv) Project number.
- (v) Names of the installers undertaking the work.
- (vi) Project supervisor's name (where applicable).
- (vii) Contract review.
- (viii) Specific performance requirements for the passive fire protection systems (e.g. 60 minutes fire resistance, 30 minutes insulation etc.)
- (ix) Details of in-process inspections/checks carried out prior to, during and after the product's installation.
- (x) Details of problems and any additional work carried out.
- (xi) Certificate of Conformity, as defined in Section 3.10.

3.1.2 Installed product records for each contract undertaken

These shall include:

- (i) Manufacturer's name.
- (ii) Trade name of the product.
- (iii) Product serial numbers, manufacturer's batch numbers or other appropriate method for product traceability.
- (iv) Product/system manufacturer's literature.
- (v) Supporting test and/or assessment reports for the installed systems.
- (vi) Details of LPS 1208 approval for the installed product, including limitations.
- (vii) Any limitations in respect of the compatibility of the installed product with other elements of construction.
- (viii) Manufacturer's instructions for the installation including any drawings they may have provided.

3.2 Management of contracts

The Installing Company shall have procedures for the management of all aspects of contracts covered by this scheme.

3.3 Tools, measuring and test equipment

The Installing Company shall be in possession of the necessary hardware and tools in good condition to enable the product to be installed to meet the design requirements.

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The Installing Company shall have procedures for ensuring all tools and/or instruments are maintained and calibrated as appropriate.

3.4 Selection of products for passive fire protection.

The Installing Company shall maintain supporting evidence to show that all products used in the installation will meet the specified fire performance requirements and that they are approved by LPCB to LPS 1208.

3.5 Storage and handling of products

The Installing Company shall have procedures for the storage and handling of passive fire protection products. These procedures should ensure that the products are stored and handled appropriately and in accordance with manufacturer's instructions at all times.

3.6 Training

All personnel employed in the installation or application of the LPS 1208 approved products shall have adequate training for the function that they are required to undertake. The installing company shall have received training in the installation of the specific LPS1208 approved systems to be installed under this scheme.

In all cases, records of the training received by all staff, including those employed on a sub-contract basis, shall be maintained by the Installing Company. The training records shall, as a minimum, include details of the courses undertaken. The Installing Company shall hold copies of the course literature.

Training and competence records shall be maintained and regularly reviewed by the Installing Company to ensure that they are up to date and relevant to the passive fire protection products being installed.

It is recommended that, where possible, this training should be in the form of nationally recognised qualifications, for example NVQs or third party accredited training courses. However, it is recognised that the highest standard of training is often provided by the manufacturers of passive fire protection systems. It is also considered that 'on the job' training and experience are significant contributors to determining whether staff are adequately trained. All training, whether formal or 'on the job' activities should be documented to demonstrate that staff are adequately trained.

3.7 Use of sub-contracted staff

If the Installing Company uses sub-contracted staff for the installation of products approved to LPS 1208, the installing company shall:

- (i) Have procedures for the selection and management of sub-contract staff.

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(ii) Maintain records of all sub-contract work.

The Installing Company shall also ensure that:

- (i) The quality of their equipment and workmanship is as required by this standard.
- (ii) All work undertaken by sub-contractors is reviewed and verified by a responsible person directly employed by the Installing Company to ensure that the requirements of this scheme are met. Records are to be maintained for all sub- contracted work carried out on behalf of the Installing Company. The Installation Company shall be responsible for all work that it sub-contracts.

3.8 Inspection of completed installation

The Installing Company shall undertake an inspection of the completed installation to ensure that the design criteria were met.

The Installing Company shall nominate a responsible person to sign off all completed works.

Records of the final inspection shall be held for auditing purposes.

3.9 Corrective and preventative action procedures

The Installing Company shall have corrective and/or preventative action procedures that apply to the installation process, including rectification of any problems associated with the installation.

3.10 Assessment Process

3.10.1 Initial assessment

3.10.1.1 Selection of sites for initial assessment

During the office audit LPCB will review ongoing passive fire protection contracts that demonstrate the ability of the Installing Company to install products approved by the LPCB to LPS 1208.

The review will identify installations with the passive fire protection sufficiently accessible for technical evaluation. The installations shall demonstrate the ability of the Installing Company to install the passive fire protection systems that are the subject of the certification application.

LPCB will select a number of installations for the inspection process for the initial assessment. The number of installations inspected will depend upon the scope of the installing company's work. A minimum of two man days will be spent on suitable installations to assess the technical competence and workmanship of the applicant company.

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3.10.1.2 Initial site assessments

The initial installation assessments will, as a minimum verify whether:

- (i) The system approved by LPCB to LPS 1208 will meet the performance requirements of the contract.
- (ii) The products used are suitable for the application.
- (iii) The products have been installed in accordance with the manufacturer's instructions and other appropriate guidance.
- (iv) Any deviations from any prescribed installation methods are agreed with all interested parties, including the manufacturer and approval body.
- (v) The installer, directly employed or sub-contract, is in possession of the relevant controlled and up-to-date procedures and installation instructions, tools and equipment for the product being installed.
- (vi) The workmanship of the installer is to a standard that ensures that the installed product meets the requirements of the design specification in terms of passive fire protection. The workmanship should also be acceptable to the customer.
- (vii) The installer leaves the place of work in a clean and tidy condition and to the customer's satisfaction.
- (viii) That all clauses of this standard are met.

3.10.1.3 Initial office assessment

The initial office assessment will, as a minimum, aim to assess whether;

- (i) There are sufficient records to ensure that the Installing Company is able to manage any given contract through the 'contract processes' from receipt of an enquiry and order through to completion of the installation, issue of a Certificate of Conformity and filing of records.
- (ii) All staff (permanently employed or sub-contract) have detailed training records.
- (iii) All clauses of this standard are met.

3.10.2 Ongoing surveillance visits

3.10.1.4 Notification of installations

Approved Installers shall, on request of LPCB, supply details of passive fire protection contracts completed and new passive fire protection contracts awarded to the Approved Installer since the initial assessment or last surveillance visit.

3.10.1.5 Site inspection – audits

LPCB will undertake a minimum of two man-days of site inspection visits each year.

The number of days required will be increased if either LPCB is visiting less than 15% of the LPS 1500 installations completed by the Approved Installer or if a significant number of non compliances are identified during site inspections.

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3.10.1.6 Office inspection – audits

The number of office audits per annum will be defined by the auditor after the initial inspection. A minimum of 2 office audits per annum will be conducted during the first 2 years of certification, thereafter this may be reduced to a minimum of 1 per annum if the audit history indicates that the documented quality system is operating satisfactorily. The decision to reduce the number of audits will be at the discretion of LPCB.

4 CERTIFICATE OF CONFORMITY

The Approved Installer shall issue a LPS 1500 Certificate of Conformity, supplied by LPCB, for each installation covered by the scheme. It shall state that they have installed it in accordance with requirements of this scheme and the scope of the LPS 1208 certificate taking account of the manufacturer's installation instructions.

A copy shall be supplied to the client on completion of the installation, a copy shall be retained by the Approved Installer and a copy forwarded to LPCB.

5 IDENTIFICATION OF INSTALLED PASSIVE FIRE PROTECTION

The Approved Installer shall have procedures for identification of passive fire protection elements installed under this scheme. It shall be possible at the site to readily identify the location within the building of passive fire protection elements installed under this certification scheme. This information should be available in a location where it can be read by the property owner, building inspector, fire officer, insurance surveyor, or any other party that may need to confirm that the product has been installed in accordance with the requirements of LPS 1500, but taking care not to compromise the fire performance of the product involved.

6 PUBLICATIONS REFERRED TO:

LPS 1208 – LPCB Fire resistance requirements for elements of construction used to provide compartmentation.

For undated references please refer to the latest published issue

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Amendments Issued Since Publication

DOCUMENT NO.	AMENDMENT DETAILS	SIGNATURE	DATE
LPS 1500-2.0	<ol style="list-style-type: none"> 1. Completely revised particularly:- removal of clause 3.2 Professional Indemnity and Public Liability Insurance. 2. The standard has been re-issued as Issue 2. 	DAS	13/05/09
LPS 1500-2.1	<ol style="list-style-type: none"> 1. New front cover 2. Title added to header 3. Notes amended on Page 4 4. Repagination 5. Changes to copyright information 	SJP	Jan.2014