

## Inspect and maintain Fire Dampers and Smoke Control Dampers

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### Overview

This standard is for those who maintain Fire Damper and Smoke Control Damper devices and equipment.

The person performing this work should understand that Fire Dampers and Smoke Control Dampers are 2 different devices.

The person carrying out this work must be able to carry out maintenance activities in accordance with procedures ***\*and*** the current versions of the appropriate industry standards and regulations, the specification, industry recognised working practices, the working environment and the natural environment.

They must understand and apply the correct methods and procedures for the maintenance of Fire Damper and Smoke Control Damper devices and equipment, including:

- routine and non-routine maintenance
- the identification and use of the correct instruments
- how to identify and locate faults
- how to rectify the faults that are identified, located and diagnosed
- the completion of the relevant documentation
- the recording of relevant data and information.

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## Performance criteria

## You must be able to:

1. verify that the job information and documentation are current and relevant and that the plant, instruments, access equipment and tools are fit for purpose
2. obtain clear and detailed information about the Fire Damper and Smoke Control Damper system and equipment to be maintained from relevant sources of information and documentation
3. confirm a programme of work with relevant others in accordance with organisational procedures
4. advise relevant others clearly and accurately about the potential disruption and consequences of carrying out the maintenance activity
5. determine and obtain the resources required, as relevant, to undertake the maintenance activity
6. select the instruments to be used
7. confirm that the instruments are fit for purpose and have a current calibration certificate
8. identify the correct means of electrical isolation prior to commencing the maintenance activity
9. complete safe isolation as and when required to ensure the safe maintenance of electrical cables, conductors and/or wiring system and the associated equipment, accessories and components
10. comply with industry practices and organisational procedures to ensure the co-ordination of site services and the activities of other trades affected by the maintenance activity
11. carry out maintenance activity
12. repair, remove, replace and/or maintain in accordance with industry practices and relevant instructions:
  - device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems

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- device equipment, accessories and components
13. ensure, if the maintenance activity cannot be completed immediately, the safety of the relevant:
- device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems
  - device equipment, accessories and components
14. complete the specified maintenance activity in accordance with industry recognised methods and practices
15. inspect and test, as appropriate and in accordance with industry recognised methods and practices the repaired, replaced and/or maintained:
- device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems
  - device equipment, accessories and components
16. implement organisational procedures for the safe transport and/or disposal of waste material, substances and liquids in accordance with suppliers' and manufacturers' instructions
17. comply with organisational procedures for:
- completion of the relevant documentation
  - the recording of relevant data and information
  - informing relevant others
  - addressing issues and problems identified
18. provide clear and accurate information to relevant others about the Fire Damper and Smoke Control Damper system and equipment in terms of:
- hand over to the customer/client
  - any variations to the original system and/or its equipment
  - customer/client acceptance of the completed work in accordance with organisational procedures
  - relevant documentation being completed and recorded in the appropriate information systems in accordance with organisational procedures

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### Knowledge and understanding

#### You need to know and understand:

1. the current legislation, guidelines, policies, procedures and protocols which are relevant to your work practice and to which you must adhere
2. the scope and limitations of your own competence, responsibilities and accountability as it applies to your job role
3. specific procedures for reporting issues which are beyond your competence, responsibilities and accountability
4. the duty to report any acts or omissions that could be unsafe/detrimental to you or others
5. the principles and practice of Fire Dampers and ventilation systems
6. the principles and practice of Smoke Control Dampers and smoke control systems
7. the principles and practice of combined ventilation and smoke control systems
8. the relationship of Fire Damper and Smoke Control Damper devices with other means of firestopping and alternative methods
9. the operation, applications, advantages and limitations of different Fire Damper and Smoke Control Damper systems
10. how to obtain clear and detailed information about the reported fault(s) and any components which need to be replaced from sources of information and documentation
11. how to obtain clear and detailed information about the reported fault(s) and any components which need to be replaced from sources of information and documentation
12. the organisational procedures and industry practices when carrying out the maintenance activity for:
13. advising relevant others about the potential disruption and consequences
14. confirming a programme of work with relevant others

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15. ensuring the coordination of site services and the activities of other trades affected
16. how to determine and obtain the resources required to undertake the maintenance activity
17. how to select the instruments to be used
18. how to confirm that the instruments are fit for purpose and have a current calibration certificate
19. the correct procedures for safe isolation
20. the techniques for the maintenance of Fire Damper and Smoke Control Damper devices and equipment including how to identify, locate, diagnose and rectify faults
21. how to repair, remove, replace and maintain, in accordance with industry practices:
  - device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems
  - device equipment, accessories and components
22. how to ensure, if the maintenance activity cannot be completed immediately, the safety of the relevant:
  - device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems
  - device equipment, accessories and components
23. the methods and processes to inspect and test, as appropriate and in accordance with industry practices the repaired, replaced and/or maintained:
  - device fixtures, fittings and ductwork
  - device electrical cables, conductors and/or wiring systems
  - device equipment, accessories and components
24. fire safety in buildings, human behaviour and escape requirements, principles of fire chemistry and physics, including ignition and heat transfer.
25. behavioural competence, the ethical principles to promote safe outcomes, with respect for life, the law, environment and public good.
26. the use of independent supports
27. How to co-ordinate site services and the activities of other trades including those relating to firestopping and penetration seals

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28. how to provide clear and accurate information to relevant others about the Fire Damper and Smoke Control Damper system and equipment in terms of:

- hand over to the customer/client
- any variations to the original system and/or its equipment
- customer/client acceptance of the completed work in accordance with organisational procedures
- relevant documentation being completed and recorded in the appropriate information systems in accordance with organisational procedures

## Scope/range

### **Working Environment (Internal and/or External)**

- Domestic
- Non-domestic

### **\*\*Site services**

- Electricity
- Gas
- Oil
- Water

### **Device**

- Fire dampers
- Smoke control dampers

### **Systems**

- ventilation systems
- smoke control systems
- combined ventilation and smoke control systems

### **Equipment, components and accessories**

- Access equipment
- Consumables
- Generators
- Hand tools
- Lifting equipment
- Power tools
- Supports and fixings
- Transformers for low voltage hand-tools

### **\*\*Organisational Procedures**

- Accident reporting
- Communication with relevant others
- Customer service
- Emergencies
- Implementing and monitoring health & safety requirements and issues
- Implementing and monitoring issues relating to the natural environment
- Information management

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- Project management
- Risk assessment management
- Transfer of responsibility

### **Site**

- Existing building or structure
- New build construction – building or structure

### **\*\*Inspection and testing**

- Visual inspection
  - Cleanliness
  - Seal arrangement
  - Accessibility
- System functionality
- Damper functionality

### **\*\*Relevant others**

- building control
- client representatives
- customers/clients
- design team/fire engineer
- members of the public
- other contractors/trades
- site/contract manager
- supervisors
- work colleagues



BSEFSD04

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[Links to other NOS](#)

BSEFSD01; BSEFSD02; BSEFSD03; BSEFSD05

## Inspect and maintain Fire Dampers and Smoke Control Dampers

Developed by	BSE Skills
Version Number	1
Date Approved	29 Mar 2023
Indicative Review Date	30 Mar 2026
Validity	Current
Status	Original
Originating Organisation	BSE Skills
Original URN	n/a
Relevant Occupations	Building Services Engineering Technician
Suite	Building Services Engineering Technology and Project Management
Keywords	Fire Dampers and Smoke Control Dampers