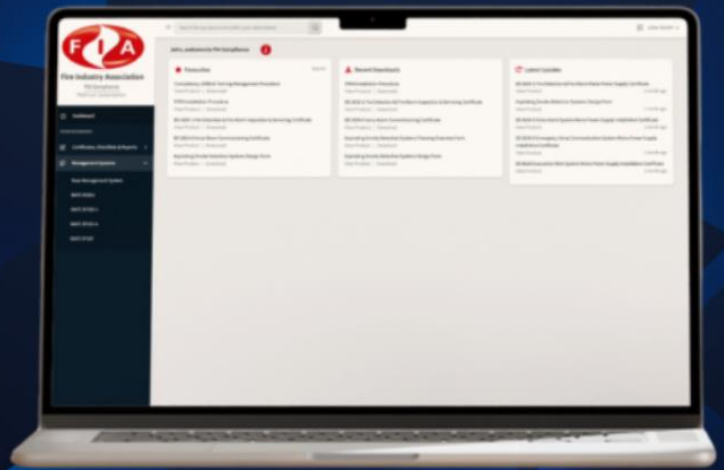




**Fire Industry Association**  
*Making Company Compliance Easy*

*Stay compliant and protect lives with our compliance portal, designed to keep your business ahead in fire safety.*



## FIA Compliance

### 3 Levels of Subscription

In the complex world of fire safety, ensuring compliance with British Standards is not just a legal requirement but a crucial responsibility. The FIA Compliance portal by the Fire Industry Association (FIA) offers a streamlined, fully compliant certification solution for professionals, business owners, and stakeholders in the fire safety industry.

#### What's Included?

- **Management Systems** - Sets of template policies, procedures, and methods of making record to meet quality management and assessment requirements.
- **Certificates** - Digital certificates that provide the receiver with a clear and concise record of what the contractor is certifying.
- **Checklists** - Reusable smart PDF British Standard compliant checklists which help achieve more consistent results across work activities.
- **Technical Reports** - Technical reports with built in calculations for record of verification and testing activities.

Equip your business with the necessary compliance documentation for your electrotechnical fire safety system work activities.

Our subscriptions are a straightforward and cost-effective way to give your business the compliance documentation you need for your fire safety system work activities.

By subscribing, you'll also gain access to expert guidance and resources that help streamline your processes, reduce risks, and demonstrate your commitment to high standards in fire safety.




#### Key Features and Benefits

- **Stay Updated:** Access expert-reviewed, standards-aligned documents
- **Branded Output:** Professional, logo-branded documents
- **Device Ready:** Works on Adobe, Word, and Excel with e-sign options
- **Probationary Membership:** One-year option for organisations seeking accreditation



# Subscription Levels

Our subscription plans are designed with electrical contractors and fire system specialists in mind. With three levels available, each offers tailored features and dedicated support to meet your needs. Select the plan that suits you best and begin your certification journey today.

 <p><b>Fire Industry Association</b> FIA Compliance <b>Standard Subscription</b></p>	 <p><b>Fire Industry Association</b> FIA Compliance <b>Gold Subscription</b></p>	 <p><b>Fire Industry Association</b> FIA Compliance <b>Platinum Subscription</b></p>
<p><b>Standard</b> subscription provides businesses with the certificates, checklists, and technical reporting to satisfy compliance for Grade D Fire systems, Emergency Lighting systems and the mains power supply circuits for fire safety systems.</p> <p>This subscription also includes the management systems for the BAFE DS301&amp; BAFE SP203-4 schemes.</p> <p>Standard membership is most suitable for electrical contractors.</p>	<p><b>Gold</b> subscription includes everything in Standard and provides businesses with the certificates, checklists, and technical reporting to satisfy compliance for Non-Domestic Fire Alarm systems.</p> <p>This subscription also includes the management systems for the BAFE SP203-1 scheme.</p> <p>Gold subscription is most suitable for electrical contractors who are installing non-complex fire alarm systems.</p>	<p><b>Platinum</b> subscription includes everything in Gold and provides businesses with the certificates, checklists, and technical reporting to satisfy compliance for all aspects of electrotechnical fire safety system design, installation, commissioning and maintenance.</p> <p>This subscription also includes the management systems for the BAFE SP207 scheme.</p> <p>Platinum membership is most suitable for specialist fire alarm contractors working on the most complex of systems.</p>
<p><b>£1000</b> Annual Subscription Fee Daily cost breakdown: <b>£2.74</b> per day</p>	<p><b>£2000</b> Annual Subscription Fee Daily cost breakdown: <b>£5.48</b> per day</p>	<p><b>£3000</b> Annual Subscription Fee Daily cost breakdown: <b>£8.22</b> per day</p>

## Document Schedule

The following document schedule gives a breakdown of all documents which will be made available for the Standard, Gold, & Platinum subscriptions from launch.

### Management System Documents

Base Management System Documents – All BAFE Schemes					
Document Name	Document Type	File Type	S	G	P
Approved Contractor Application Form	Form	Word	X	X	X
Approved Supplier Application Form	Form	Word	X	X	X
Behaviours Review Meeting Agenda & Record	Form	Word	X	X	X

Business Performance Review Meeting & Agenda Record	Form	Word	X	X	X
Complaint Form	Form	Word	X	X	X
Document Naming Conventions - BS EN ISO 19650	Form	PDF	X	X	X
Engineers Report Sheet	Form	PDF	X	X	X
Internal Audit Form	Form	Word	X	X	X
Internal Audit Plan	Form	Word	X	X	X
Job Description Form	Form	Word	X	X	X
Job Sheet	Form	PDF	X	X	X
KPI Analysis Form	Form	Excel	X	X	X
Management Structure Form	Form	Word	X	X	X
Meeting Agenda & Record (Blank)	Form	Word	X	X	X
Management System Review Meeting & Agenda Record	Form	Word	X	X	X
Maintenance Quotation Template	Form	Word	X	X	X
Monthly Behaviours Analysis Review Record	Form	Word	X	X	X
Non-Conformance Form	Form	Word	X	X	X
Planned Maintenance Performance Analysis Form	Form	Excel	X	X	X
Design, Supply, Installation & Commission Quotation Template	Form	Word	X	X	X
Reactive Response Analysis Form	Form	Excel	X	X	X
Request for Information Form	Form	Word	X	X	X
RIBA Plan of Work Stages	Form	PDF	X	X	X
Testing and Calibration Record Form	Form	Word	X	X	X
Training Record Form	Form	Word	X	X	X
Complaint Acknowledgement Letter	Letter	Word	X	X	X
Behaviours Policy	Policy	Word	X	X	X
BAFE Scheme Verification Procedure	Procedure	Word	X	X	X
Behaviours Management Procedure	Procedure	Word	X	X	X
Competency, Skills & Training Management Procedure	Procedure	Word	X	X	X
Complaint Management Procedure	Procedure	Word	X	X	X
Control of Product Procedure	Procedure	Word	X	X	X
Data Classification Management Procedure	Procedure	Word	X	X	X
Electrical Safe Isolation Procedure	Procedure	Word	X	X	X
Insurance Management Procedure	Procedure	Word	X	X	X
Internal Audit Procedure	Procedure	Word	X	X	X
Key Performance Indicator Procedure	Procedure	Word	X	X	X
Management System Document Control Procedure	Procedure	Word	X	X	X
Management System Review Procedure	Procedure	Word	X	X	X
Non-Conformance Management Procedure	Procedure	Word	X	X	X
Plant & Equipment Management Procedure	Procedure	Word	X	X	X
Standards and Publications Management Procedure	Procedure	Word	X	X	X
Sub-Contractor & Supplier Management Procedure	Procedure	Word	X	X	X
Approved Contractor and Supplier Register	Register	Excel	X	X	X
BAFE Certificates Register	Register	Excel	X	X	X
Competency, Skills & Training Matrix	Register	Excel	X	X	X
Competent Persons Register	Register	Excel	X	X	X
Complaint Register	Register	Excel	X	X	X
Drawing and Document Register	Register	Excel	X	X	X
Equipment Calibration Register	Register	Excel	X	X	X
KPI Register	Register	Excel	X	X	X
Management System Document Register	Register	Excel	X	X	X
Non-Conformance Register	Register	Excel	X	X	X
Standards & Publications Register	Register	Excel	X	X	X

BAFE DS301 Management System Documents					
Document Name	Document Type	File Type	S	G	P
Mains-Powered Grade D Fire Alarm Design Procedure	Procedure	Word	X	X	X
Mains-Powered Grade D Fire Alarm Installation Procedure	Procedure	Word	X	X	X
Mains-Powered Grade D Fire Alarm Commissioning and Handover Procedure	Procedure	Word	X	X	X
Mains-Powered Grade D Fire Alarm Maintenance Procedure	Procedure	Word	X	X	X

BAFE SP203-1 Management System Documents					
Document Name	Document Type	File Type	S	G	P
Fire Detection & Fire Alarm Design Procedure	Procedure	Word		X	X
Fire Detection & Fire Alarm Installation Procedure	Procedure	Word		X	X
Fire Detection & Fire Alarm Commissioning Procedure	Procedure	Word		X	X
Fire Detection & Fire Alarm Maintenance Procedure	Procedure	Word		X	X
Fire Detection & Fire Alarm Modification Procedure	Procedure	Word		X	X
Customer False Alarm Letter 1	Letter	Word		X	X
Customer False Alarm Letter 2	Letter	Word		X	X
Customer False Alarm Letter 3	Letter	Word		X	X

BAFE SP203-4 Management System Documents					
Document Name	Document Type	File Type	S	G	P
Emergency Lighting Design Procedure	Procedure	Word	X	X	X
Emergency Lighting Installation Procedure	Procedure	Word	X	X	X
Emergency Lighting Commissioning Procedure	Procedure	Word	X	X	X
Emergency Lighting Maintenance Procedure	Procedure	Word	X	X	X

BAFE SP207 Management System Documents					
Document Name	Document Type	File Type	S	G	P
Evacuation Alert System Design Procedure	Procedure	Word			X
Evacuation Alert System Installation Procedure	Procedure	Word			X
Evacuation Alert System Commissioning Procedure	Procedure	Word			X
Evacuation Alert System Maintenance Procedure	Procedure	Word			X
Evacuation Alert System Modification Procedure	Procedure	Word			X

Multi Discipline - Certificates, Checklists & Technical Reports					
Document Name	Document Type	File Type	S	G	P
Testing & Commissioning Plan	Form	Word	X	X	X
Designer Risk Assessment	Form	Word	X	X	X
Schedule of Variations	Report	PDF	X	X	X

## Certificates, Checklists & Technical Reports

BS 5266 Emergency Lighting Systems - Certificates, Checklists & Technical Reports					
Document Name	Document Type	File Type	S	G	P
BS 5266 Completion Certificate for New Installations	Certificate	PDF	X	X	X
BS 5266 Emergency Lighting Declaration of Conformity for the Design of New Installations	Certificate	PDF	X	X	X
BS 5266 Emergency Lighting Declaration of Conformity for the Installation of New Installations	Certificate	PDF	X	X	X
BS 5266 Emergency Lighting Declaration of Conformity for the Verification of New Installations	Certificate	PDF	X	X	X
BS 5266 Completion Certificate for Small New Installations	Certificate	PDF	X	X	X

BS 5266 Emergency Lighting Declaration of Conformity for Small New Installations	Certificate	PDF	X	X	X
BS 5266 Completion Certificate for Verification of Existing Installations	Certificate	PDF	X	X	X
BS 5266 Emergency Lighting Checklist and Report for Verification of Existing Installations	Checklist	PDF	X	X	X
BS 5266 Periodic Inspection and Test Certificate	Certificate	PDF	X	X	X
BS 5266 Emergency Lighting Inspection Test & Fault Action Record	Form	PDF	X	X	X
BS 5266 Schedule of Deviations	Form	PDF	X	X	X
System Overview - Emergency Lighting Systems	Specification	Word	X	X	X

### BS 5839-1 Fire Detection & Fire Alarm Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 5839-1 Fire Detection & Fire Alarm Installation Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Commissioning Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Acceptance Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Verification Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Inspection & Servicing Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Modification Certificate	Certificate	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Schedule of Cable Test Results	Report	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Installation Checklist	Checklist	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Commissioning Checklist	Checklist	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Inspection & Servicing Checklist	Checklist	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Design Certificate	Certificate	PDF		X	X
BS 5839-1 Detector Selection Table	Form	PDF		X	X
Standby Power Supply Capacity Design Record	Form	PDF		X	X
Standby Power Supply Capacity Verification Record	Form	PDF		X	X
BS 5839-1 Fire Detection & Fire Alarm Mains Power Supply Certificate	Certificate	PDF	X	X	X
BS 5839-1 Fire Detection & Fire Alarm Mains Power Supply Checklist	Checklist	PDF	X	X	X
System Overview - Non Domestic Fire Alarm Systems	Specification	Word		X	X
BS 5839-1 Special Inspection Report	Report	PDF		X	X

### BS 5839-6 Grade A Fire Detection & Fire Alarm Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 5839-6 Grade A Fire Detection & Fire Alarm Design Certificate	Certificate	PDF		X	X
BS 5839-6 Grade A Fire Detection & Fire Alarm Installation Certificate	Certificate	PDF		X	X
BS 5839-6 Grade A Fire Detection & Fire Alarm Commissioning Certificate	Certificate	PDF		X	X
BS 5839-6 Grade A Fire Detection & Fire Alarm Acceptance Certificate	Certificate	PDF		X	X
BS 5839-6 Grade A Fire Detection & Fire Alarm Modification Certificate	Certificate	PDF		X	X
BS 5839-6 Grade A Detector Selection Table	Form	PDF		X	X
BS 5839-6 Grade A Fire Detection & Fire Alarm Inspection & Servicing Certificate	Certificate	PDF		X	X

### BS 5839-6 Grade D Fire Detection & Fire Alarm Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 5839-6 Grade D Design Certificate	Certificate	PDF	X	X	X
BS 5839-6 Grade D Installation & Commissioning Certificate	Certificate	PDF	X	X	X
BS 5839-6 Grade D Inspection & Servicing Certificate	Certificate	PDF	X	X	X
System Overview - Domestic Premises Grade D Systems	Specification	Word	X	X	X

### BS 5839-8 Voice Alarm Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 5839-8 Voice Alarm Design Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Installation Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Commissioning Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Acceptance Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Verification Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Inspection & Servicing Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Modification Certificate	Certificate	PDF			X
BS 5839-8 Voice Alarm Schedule of Cable Test Results	Form	PDF			X
System Overview - Voice Alarm Systems	Specification	Word			X
BS 5839-8 Voice Alarm System Mains Power Supply Certificate	Certificate	PDF	X	X	X

### BS 5839-9 Emergency Voice Communications Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 5839-9 Emergency Voice Communication System Design Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Installation Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Commissioning Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Acceptance Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Verification Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Inspection & Servicing Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication System Modification Certificate	Certificate	PDF			X
BS 5839-9 Emergency Voice Communication Schedule of Cable Test Results	Form	PDF			X
System Overview - Emergency Voice Communication Systems	Specification	Word			X
BS 5839-9 Emergency Voice Communication System Mains Power Supply Certificate	Certificate	PDF	X	X	X

### BS 7273-4 & BS 7273-6 - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 7273-4 Release Mechanism for Doors Certificate	Certificate	PDF		X	X
BS 7273-6 Interface with Ancillary Systems Commissioning Certificate	Certificate	PDF		X	X
BS 7273-6 Interface with Ancillary Systems Servicing Certificate	Certificate	PDF		X	X

### BS 8629 Evacuation Alert Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
BS 8629 Evacuation Alert System Design Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Installation Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Commissioning Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Acceptance Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Inspection, Testing & Servicing Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Modification Certificate	Certificate	PDF			X
BS 8629 Evacuation Alert System Schedule of Cable Test Results	Form	PDF			X
BS 8629 Evacuation Alert System Mains Power Supply Certificate	Certificate	PDF	X	X	X

### Aspirating Smoke Detector Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
Aspirating Smoke Detector Systems Planning Overview Form	Form	PDF			X
Aspirating Smoke Detector Systems Design Form	Form	PDF			X
Aspirating Smoke Detector Systems Installation Form	Form	PDF			X
Aspirating Smoke Detector Systems Commissioning Form	Form	PDF			X
Aspirating Smoke Detector Systems Maintenance Form	Form	PDF			X

### Duct Smoke Detector Systems - Certificates, Checklists & Technical Reports

Document Name	Document Type	File Type	S	G	P
Duct Smoke Detector Systems Planning Overview Form	Form	PDF			X
Duct Smoke Detector Systems Design Form	Form	PDF			X
Duct Smoke Detector Systems Installation Form	Form	PDF			X
Duct Smoke Detector Systems Commissioning Form	Form	PDF			X
Duct Smoke Detector Systems Maintenance Form	Form	PDF			X