

Studio Smoke Isolation Procedures – Television Centre

Contact numbers

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TC3 ITV Daytime
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Fire Alarm Studio Specific Information

- Studio boxes do not have smoke heads fitted, but rely on an above-grid beam system for smoke detection. Studio boxes do have sounders and flashing red beacons fitted.
- Studio boxes have a fire alarm break glass in each corner of the studio adjacent to the exits.
- Rooms adjacent to the studios have smoke heads (eg tech/design stores, make up, wardrobe etc).
- In each PCR there are 3 key-switches. These isolate the following systems independently:
 - a. Smoke Heads (in areas adjacent to the studio).
 - b. Grid Beam (in studio).
 - c. Sounders (in Studio AND associated PCR, LCR and SCR). Note red beacons will continue to flash.
- Each key switch is key operated and captive, so to operate all 3 switches requires 3 keys.

Normal operating procedure

- All smoke detectors, beam detectors (studios only) and sounders will be active.
- In the event of 2 smoke detection devices activating at once, or a single break glass is operated, the building alarm is immediately activated and the building will be evacuated.
- In the event of a single smoke detector or beam detector activating, a two stage alarm is triggered.

Stage1 (pre-alarm)

- 1 to 10 minutes. If pre-alarm is acknowledged at the control panel or PC within 1 minute, up to 9 minutes is available to investigate before the alarm is triggered.
- Orange beacons will flash in the PCR, but no sounders will activate.
- Security are notified of all pre-alarms warnings and will manage all fire investigations.
- The Resource Manager will alert the Floor Manager over talkback that there is a potential evacuation required, but no action is required immediately.
- The Resource Manager will contact Security by phone to establish the best evacuation route if required (to avoid evacuating towards the fire). This information will be passed to the Floor Manager by talkback.
- If instructed by Security, evacuation will commence before Stage 2 alarm.

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Stage 2 (alarm)

- If the alarm is not acknowledged within 1 minute the alarm will activate.
- If it is not cancelled within the extended additional 9 minutes investigation time, the alarm will activate.
- Red beacons will flash in the PCR and Studios and the sounders will operate.
- Normal evacuation procedures to be followed (taking the routes suggested by Security).

Use of smoke in the studio

- If smoke is being used in the studio, a show specific production risk assessment should be produced.
- The Resource Manager should fill out a smoke isolation permit in advance of the show with as much notice as possible. Permit applications are available from: permittowork@bbcstudioworks.com
- To prevent a false alarm, the smoke detection in the studio and adjacent rooms can be isolated.
- Security will place the 3 keys in the fire alarm isolation panel ready for use. (The 3 keys control smoke heads in areas adjacent to studios, the 'above grid' smoke beam, and the sounders in studio and galleries).
- Shortly before smoke is used the Resource Manager will isolate the smoke heads and beam detection using appropriate (2) key switches. It is down to the RM to decide if the sounders are also isolated at this time with the 3rd key switch.
- The Resource Manager will notify Security by phone at which point Security will update the Isolations Log to state that area is isolated.
- The Resource Manager will notify crew in the studio over talkback – the Floor Manager will announce on the studio floor.
- Whilst the studio has no active fire detection, a 'fire watch' must be maintained by a nominated responsible person. The isolation should only remain in place so long as this fire watch is maintained. If it is not possible to maintain the fire watch, then the smoke heads should be returned to active on the key switches.
- If a fire is suspected, then the Floor Manager will inform the Resource Manager over talkback. The Resource Manager will phone security to raise the alarm. If for any reason this system fails, then the alarm should be raised by a break-glass.
- Once the alarm has been raised, normal evacuation procedures should be followed.
- When smoke is no longer being used in the studio, and the studio has been given sufficient time to clear of all smoke, then the Resource Manager will then return the isolation key switches to normal
- The Resource Manager will notify Security by phone
- The Resource Manager will inform the Floor Manager over talkback
- Security will then collect the keys

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