

### Top 10 tips on preventing false intruder alarms

Circle Yes or No for the checks & keep on your records.

No	Tip	Check
1	Have your intruder alarm serviced by a competent security alarm company who check on & prevent false alarms – a competent security alarm company are monitored for this by a third party such as The SSAIB.	Yes / No
2	Check all doors & windows are locked and secure when setting the alarm.	Yes / No
3	Ensure all stock & boxes etc, are stored safe & securely, falling stock items can cause false alarms.	Yes / No
4	Keep the room or detector area clean, spiders & insects take homage in detectors and can cause false alarms when crawling across the lens of a detector.	Yes / No
5	Log any false alarm in your security alarm log book & ensure all staff are aware of the event that triggered the alarm, this will prevent the alarm from happening again.	Yes / No
6	Ensure all doors, fire doors & roller doors are in good condition, loose doors can bridge door contacts & cause false alarms, especially in high winds.	Yes / No
7	Consider areas which may cause a false alarm, rooms with sudden heat sources (fax machines, heat blowers) or rooms effected by the environment (sun rises against a detector) , contact your security alarm service company & they will provide many solutions to ensure you have the correct detection in place.	Yes / No
8	Ensure all staff with keys know the alarm code or have a fob, don't give keys to any staff who don't know the code or who don't have a fob to unset the alarm – many false alarms are caused by staff forgetting or not knowing the code.	Yes / No
9	Ensure other building services don't effect the system, air conditioning, heating, flickering lights or mains fluctuations can all trigger a false alarm.	Yes / No
10	Ensure all staff who operate the alarm are trained in full operation of the alarm system, setting & un-setting the alarm is only 25 % of the required knowledge to avoid false alarms.	Yes / No

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