

COMPLIANT FIRE DAMPER REPORTS

Your Quick Guide on What to Expect in a Compliant Fire & Smoke Control Damper Function Testing Report

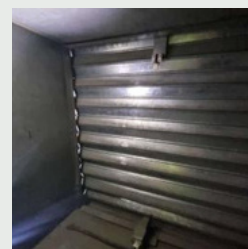
A good contractor report should have clear and detailed information that is easy to read and reference - enabling you to demonstrate compliance. As a minimum, this should include:

- **LOCATION, ID, AND TYPE OF FIRE OR SMOKE CONTROL DAMPER:** Ideally, these would be asset tagged and referenced in the report to make future damper inspection and testing easier and consistent.
- **ACCESS STATUS:** Either accessed or not, with resolutions if no access was possible, including clear photos.
- **INSPECTION NOTES:** Additional information relevant to the damper for example, if Tek screws are present.
- **REMEDIAL ACTIONS:** Resolutions for any inaccessible or failed dampers or any non-compliances noted, such as duct requiring cleaning or fire compartment breaches needing repairs.
- **PHOTOS:** Preferably photos showing the damper or location pre-test, during testing and post testing clearly showing the damper in both the open and closed positions.
- **TEST RESULTS:** **Pass** or **Fail**. This must be clear.
- **SIGN-OFF:** Including super.

Experts in Fire Damper Testing and Kitchen Extract 'Fire Safety' Cleaning with decades of experience keeping businesses safe and compliant.



**Pre Test
(Damper Open)**



**During Testing
(Damper Closed)**



**Post Test
(Damper Open)**



**Down the Duct
(Duct condition)**

Fire/Smoke Damper Function Testing			
Chubb Fire & Security Ltd 801 Building - Neville Barracks - Circular Road South, Colchester, Essex, CO2 7JT			
Date	19 Jan 2026	Contract No.	C012859
Job No.	J088386	Site Contact	Work Order No. 20007936
Executive Summary We are pleased to present here in this report the results of your recent fire damper testing project carried out by Swiftclean. Businesses and those responsible within them have a legal duty under article 11 of the Regulatory Reform (Fire Safety) Order to have suitable fire safety arrangements in place and to review any preventative measures. Any fire or smoke damper installed in a building is a component within a fire safety strategy, designed as a preventative measure to slow the advancement of fire and smoke and thus support life safety in a fire evacuation scenario. It is therefore critical that they will function when needed during an actual fire. BS5999 advises that fire dampers should be tested annually as a minimum, your next test due date is indicated below by which time they need to be tested again. We have summarised the total number of dampers on which testing was attempted, the number that passed the test and the numbers that have failed the test. Failures are in three categories, (1) failures due to access issues where it was not possible to perform the test, (2) failures on the function test itself and (3) failures for other reasons. We have listed the failures first as these represent areas of non-compliance where action by the responsible person needs to be taken to resolve the issue and thus fulfil their legal duty. The summary includes the fire damper reference, location and reason for failure. Your account manager will be able to provide quotations to assist you in rectifying any non-compliant dampers. It is the clients responsibility to investigate the cause of any failures identified within this report which have caused a fire or smoke damper to fail its test. Full details of the test results are available in the summary. Next Due: 19 Jan 2027			



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reportchecker@swiftclean.co.uk