

OPERATING INSTRUCTIONS

BALDWIN BOXALL
COMMUNICATIONS

VIGIL CommuniCare

Operation & Maintenance Instructions



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This equipment has been designed and manufactured to conform to the following EC Standards:

EMC: EN55103-1 Environment Classification: E1,

EMC: EN55103-2 Environment Classification: E5,

Safety: EN60065

Failure to use the equipment in the manner described in the product literature will invalidate the conformity.

A "Declaration of Conformity" statement to the above standards and a list of auxiliary equipment used for compliance verification is available on request.

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AMENDMENT RECORD

	Change Note Number	Nature of Amendment	Date of Amendment
All	1679	Improved text and illustrations to current standard(s)	Jan 2006
All	1687	Change filename	Feb 2006

PROPRIETARY NOTICE

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In the interest of continual product development, Baldwin Boxall Communications Limited reserves the right to make changes to product specification without notice or liability. Use of Baldwin Boxall Communications Limited products as critical components in life support systems is not authorised except with express written approval from Baldwin Boxall Communications Limited.

SAFETY INFORMATION

Personnel who install, maintain or repair this equipment must read the safety information below before starting work.

Voltages in excess of 30 Volts RMS or 50 Volts DC are considered Hazardous and in certain circumstances can be lethal.

If Functional Testing, Maintenance, or Repair is to be completed with the Mains Power (and/or battery backup) connected then this should only be undertaken by personnel who are fully aware of the danger involved and who have taken adequate precautions and training.

This Manual contains Warnings, Cautions and Notes.

Warnings describe potential threats to health or life, e.g.



WARNING

Before attempting to remove this component, ensure the Mains Power Supply and Battery Backup have been disconnected.

Cautions describe potential threats to the equipment, e.g.



CAUTION

Notice must be taken of all cautions.
If a Caution is ignored the equipment may be damaged.



CAUTION: ELECTRO-STATIC SENSITIVE DEVICES

Observe the relevant precautions for the protection of Electro-static Sensitive Devices when handling this equipment.

Notes are statements that are useful to the user in the context of a particular section of the manual, e.g.



NOTE: Do not speak into the microphone until the "Speak Now" LED is illuminated.

COMMENTS

Comments regarding the content of this manual are welcome and should be addressed to mail@baldwinboxall.co.uk.

I Operating Instructions

I.1 PRODUCT DESCRIPTION

VIGIL CommuniCare is a communication system designed especially for use within a building that contains Refuge Areas. The system enables Fire Officers/Building Management to keep in contact throughout an emergency situation with disabled people who are kept from danger in Refuge Areas until it is possible to move them to safety.

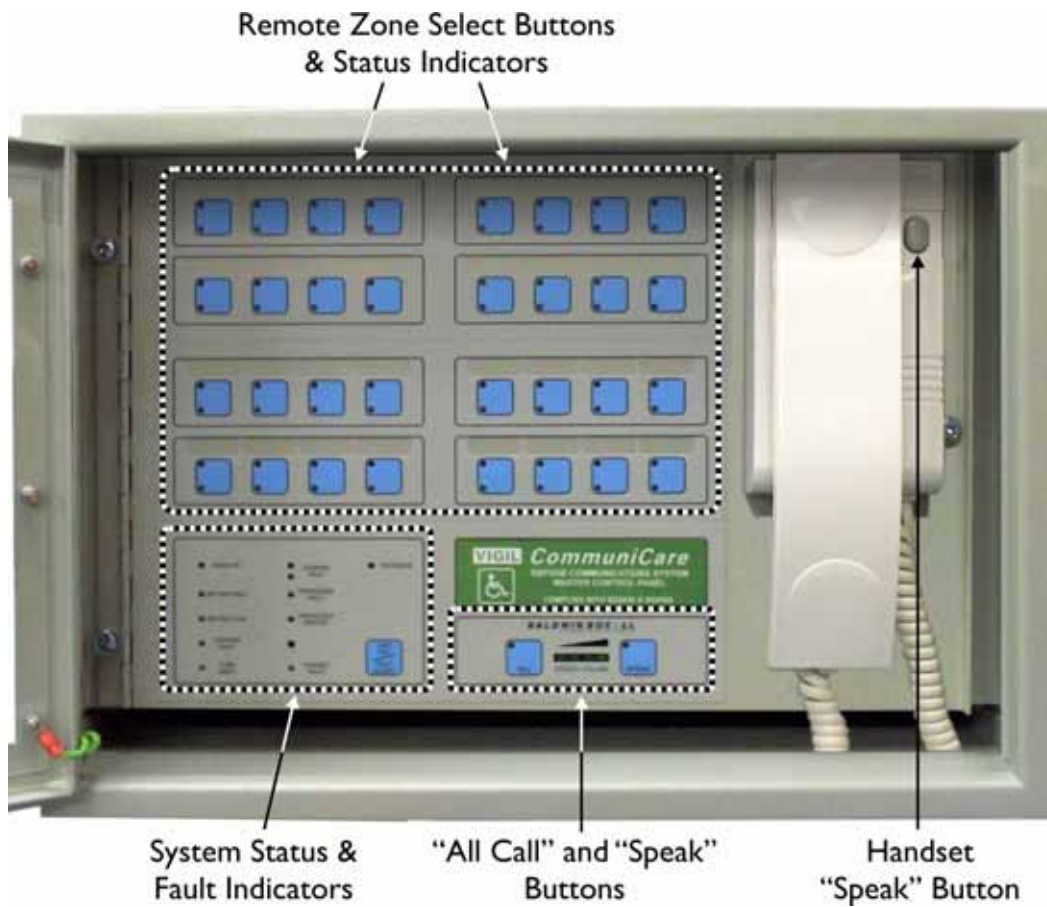
In the event of a fire or emergency situation, staff will evacuate wheelchair-bound people to designated places of safety (Refuge Areas). Staff then activate the Refuge Area Remote Unit which lights a Refuge Occupied indicator on the Control Panel(s). The Fire Officer or Building Manager can then communicate via a press to talk handset with each Refuge Area on an individual basis to relay instructions or to reassure the occupants.

Each activated refuge system has auto listening facility to monitor activity in the Refuge Area, which will operate an indicator on the control panel(s). As each disabled person is moved to safety, the system can be reset via a key operated switch on the Refuge Area Remote Unit.

The Control Panels are available in 8, 16, 32, 48 and 64 zone options, with the Remote Units in either Red or Stainless Steel.

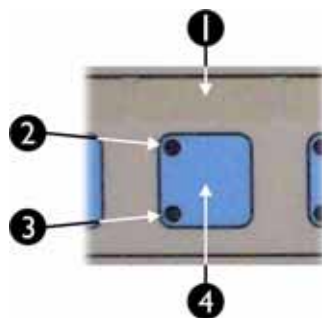
1.2 CONTROL PANEL LEDs & SWITCHES

Figure 1.1 — Control Panel Main Regions



1.2.1 Zone Select Button & Status LEDs

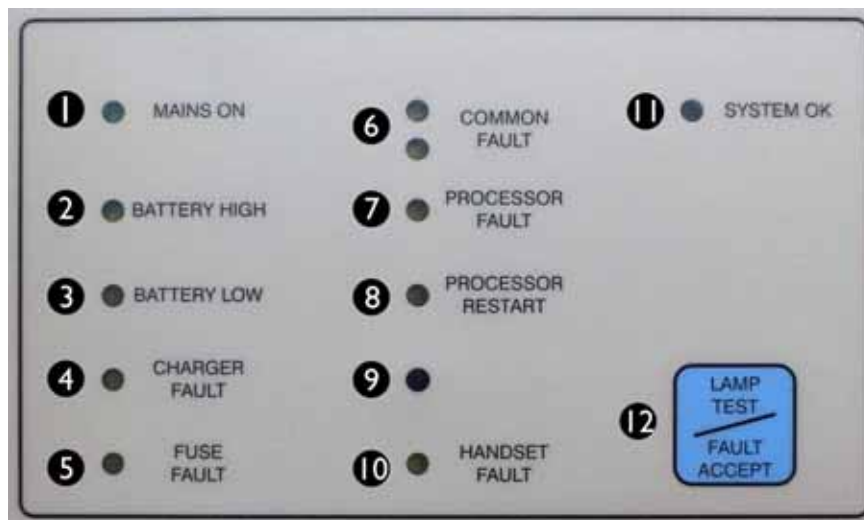
Figure 1.2 — Zone Select Button & Status LEDs



1	Space for Zone Ident Label
2	Refuge Area Occupied LED (RED)
3	Fault detected on Remote Unit (YELLOW)
4	Press button to select relevant Zone

1.2.2 System Status & Fault LEDs

Figure 1.3 — System Status & Fault LEDs



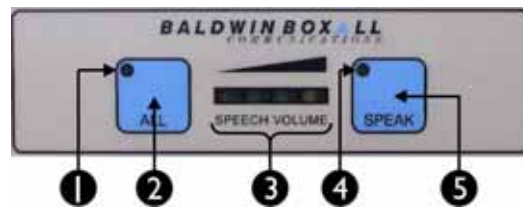
	Colour	Ident	Description
1	Green	Mains On	Mains supply Connected and Healthy
2	Yellow	Battery High	Battery Voltage too High (Overcharged) *
3	Yellow	Battery Low	Battery Voltage too Low (Faulty battery) *
4	Yellow	Charger Fault	Will illuminate if the batteries are unable to hold their charge or if they are not fully charged after 24 Hours charging. Reset (9) must be pressed to clear a charger fault.
5	Yellow	Fuse Fault	Will illuminate if any internal DC fuse fails.
6	Yellow	Common Fault	Will flash and a buzzer will sound when a Fault is detected until "Fault Accept" (12) is pressed. After a fault is accepted the buzzer is silenced and the LEDs remain illuminated until the fault is cleared.
7	Yellow	Processor Fault	Will illuminate if a critical Processor fault has occurred.
8	Yellow	Processor Restart	Will illuminate if the Reset Switch (9) needs to be pressed.
9	N/A	Reset Button (Note - No Ident)	Hidden Switch (with no Ident) that enables the Processors and Remote Units to be reset.
10	Yellow	Handset Fault	Will illuminate if a fault is detected with the Control Unit handset.
11	Green	System OK	Illuminates when no faults are detected.
12	N/A	Lamp Test / Fault Accept Button	Lamp Test - Press to check all front panel LEDs and buzzer operation. Fault Accept - Press to accept a fault and silence the fault buzzer.



*NOTE: * If both the "Battery High" and "Battery Low" fault LEDs are lit then the batteries are not connected.*

I.2.3 “All Call” and “Speak” Buttons

Figure I.4 — “All Call” and “Speak” Buttons



1	Will illuminate to show the "All" button (2) has been pressed
2	Press to speak to All Occupied Remote Units
3	Indicates speech level of the handset. For clearest speech avoid lighting the yellow LED.
4	Will illuminate to show either the "Speak" button on the panel (5) or the "Speak" button on the Handset has been pressed
5	Press to speak to the Selected Occupied Remote Unit



NOTE: The Speech Level Indicator (3) is permanently "live", even when the Handset is not picked up or in use. This is due to continuous monitoring of the microphone capsule.

I.2.4 Handset “Speak” Button

Figure I.5 — Handset Speak Button



This button operates the “Speak” function to enable communication to the selected Remote Unit. This is the same as the “Speak” button on the control panel.

I.3 CONTROL PANEL OPERATING INSTRUCTIONS

I.3.1 To Call an Occupied Remote Unit

Lift the handset and press the button by the unit you wish to call. The red led will flash. This will put the Remote Unit into listening mode and you will be able to monitor any sounds from that unit.

I.3.2 To Speak to a Single Occupied Remote Unit

First enter listening mode, then press and hold the button on handset base or "SPEAK" on the control panel.

Avoid distortion by keeping the "SPEECH LEVEL" LEDs below the maximum (yellow) indication.

You will be unable to hear audio from the remote unit until the button is released, when you will return to listen mode.

I.3.3 To Speak to All Occupied Remote Units

Lift handset, press and hold "ALL" on control panel.

Avoid distortion by keeping the "SPEECH LEVEL" LEDs below the maximum (yellow) indication.

The selection of all Remote Units will be cancelled when "ALL" is released.

I.3.4 To Accept an Incoming Call

When a remote unit is calling the associated LED will flash and, if the handset is on the hook, it will ring. Lifting the handset will answer the call or, if the handset is already off the hook, the call may be answered by pressing the button by the calling remote unit's LED. You will be unable to hear audio from the remote unit until the button on handset base or 'SPEAK' on the control panel is released, when you will return to listen mode.

I.4 REMOTE UNIT OPERATING INSTRUCTIONS

Figure 1.6 — Remote Unit Front Panels



I.4.1 To Occupy a Remote Unit

Press the “PRESS WHEN OCCUPIED” button.

The “OCCUPIED” LED will illuminate.

When a sound is detected in the area, the remote unit will activate and "Ring" until the control panel answers the call.

The person at the Control Panel controls the direction of audio communication. Normally they can hear audio from the Remote Unit. But while they speak, they do not hear audio from the Remote Unit until they release the 'Press to Talk' button on their handset or on the Control Panel.

I.4.2 To Initiate a call from an Occupied Remote Unit

Make a noise or press the OCCUPIED button.

The Remote Unit will 'ring' and so will the handset(s) at the Control Panel(s). When the person at the control panel answers, wait for them to finish speaking before trying to speak back - they cannot hear you while they are speaking.

1.4.3 To Cancel Occupation

Insert the key into the key switch and turn it clockwise, then return the key to the vertical position.

The "OCCUPIED" LED will go out.

1.4.4 "SYSTEM OK" LED Indicator

The SYSTEM "OK" LED flashes to confirm the unit is operating correctly.

The flash rate increases when the unit is being listened to by the Control Panel.

2 Maintenance

The VIGIL CommuniCare System has been designed to meet the requirements of BS5839:9:2003, however the standard also provides recommendations for Maintenance and routine testing of the system that should be performed by the user.

The following sections of this Manual briefly describe the relevant requirements of BS5839-9:2003.

2.1 APPOINTMENT OF A “RESPONSIBLE PERSON”

A single, named person should be appointed to be responsible for all matters relating the VIGIL CommuniCare System.

This person is responsible for the following activities:

- Ensuring the Testing and Servicing is performed according to the requirements described in Section 2.2.
- Ensuring that the required records of Testing & Servicing are retained,
- Ensuring all relevant staff are trained to use the system,
- Ensuring that records are updated to reflect any changes made to the system.

2.2 ROUTINE TESTING

2.2.1 Daily Check - Fault Indicators

If the VIGIL CommuniCare Control Panel is located in a position where the audible fault warning could be unnoticed for more than 24 hours, a special check should be performed each day to confirm that either the “System OK” LED is illuminated, or any faults that are indicated are receiving necessary attention.



NOTE: This Check only needs to be performed if the Warning Buzzer may go unheard for 24 hours.

This inspection does not need to be recorded.

2.2.2 Weekly Functional Test

Each week, a functional test of a Remote Unit should be performed to ensure it can make and receive clear and intelligible calls to the relevant Control Panel(s).

A different Remote Unit should be used each week, so that all units will get tested in rotation.



NOTE: The result of this weekly test and the identity of the Remote Unit used should be recorded.

2.2.3 Six Monthly Inspection by a “Competent Person”

The Standard recommends that every six months the System should be thoroughly inspected to ensure continued reliability.

The “Competent Person” must have suitable knowledge and equipment to be able to check the system.

Baldwin Boxall can perform these Inspections under a Service Agreement.



NOTE: The result of this inspection and any outstanding defects will be reported to the "Responsible Person". These should be recorded.

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Low Voltage Directive 73/23/EEC as amended by 93/68/EEC EMC Directive 89/336/EEC as amended by 92/31/EEC and 93/68/EEC Applies only when the items are correctly fitted and operated in or with products of our manufacture and are installed in a recommended enclosure.			

