

# **Airservices Certified Maintainer Assessment for Romteck RM3119 Dual SIM Alarm Signalling Equipment (ASE)**

**Technical Instruction**

**TI-0223**

**Version 5**

**Effective 27 November 2024**

## Change Summary

Version	Date	Change description
5	27 November 2024	Rewrite sections 3 and 4 Updated template
4	16 November 2023	Romteck RM3119 release
3	13 November 2023	Updated TI-0157 links for external Airservices website.

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# 1 Purpose

This checklist prescribes the requirements for the assessment, recording and validation of competencies of personnel who are authorised to install, remove and restore Alarm Signalling Equipment (ASE) connected to the Airservices Romteck system.

This certification only applies to working with the ASE. It does not cover the Fire Detection Control and Indicating Equipment (FDCIE) or the Fire Detection and Alarm System (FDAS) that the ASE connects to.

# 2 Scope

This applies to Airservices employees and external personnel involved in the maintenance and support of ASE. Refer to [Section 3](#).

This also applies to external personnel involved in the maintenance and support of FDCIE who require an ASE Touch Key, for example to perform monthly FDCIE testing, but who will not be involved in the maintenance and support of ASE. Refer to [Section 4](#).

The validity period for this certification is **5 years**.

### 3 ASE Certification Assessment

**Applicant Name:** \_\_\_\_\_  
**Business Name:** \_\_\_\_\_ **Ph:** \_\_\_\_\_  
**Business Email:** \_\_\_\_\_  
**Postal Address:** \_\_\_\_\_  
**Site(s) Covered:** \_\_\_\_\_  
**Electrical License(s):** \_\_\_\_\_

CHECK ITEM	Yes
You have access to the following: <ul style="list-style-type: none"> <li>• The <b>Romteck ASE Config</b> software, version <b>1.16.0</b> or later.</li> <li>• A <b>USB-C to USB-C</b>, or <b>USB-C to USB-A</b> cable.</li> <li>• A <b>Romteck RM3119 Programming Adaptor</b>.</li> <li>• A copy of the latest <b>Romteck RM3119 ASE Installation Manual</b>.</li> </ul>	<input type="checkbox"/>
Familiarise yourself with <a href="#">TI-0157</a> . Particularly the following: <ul style="list-style-type: none"> <li>• Understand your legal obligations.</li> <li>• When a monitored automatic alarm system is not fully operational, it is vital to put alternative fire safety procedures in place to ensure an appropriate level of fire safety.</li> <li>• How the Romteck ASE works (<a href="https://www.youtube.com/watch?v=aX0hyvueMdE">https://www.youtube.com/watch?v=aX0hyvueMdE</a>).</li> <li>• How the ASE interfaces with the FDCIE.</li> <li>• The importance of the ASE having both Primary and Secondary communications paths available.</li> <li>• How to backup and restore the configuration on an ASE.</li> <li>• ARFFS station contact numbers.</li> </ul>	<input type="checkbox"/>
You are familiar with your company policy on the retention of ASE configuration backups.	<input type="checkbox"/>
You have an existing ASE Touch Key. <b>Or</b> You have completed <a href="#">Section 4</a> to request a new ASE Touch Key.	<input type="checkbox"/>

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

Email this completed form to: [arffsystemsupport@airservicesaustralia.com](mailto:arffsystemsupport@airservicesaustralia.com)

## 4 Application for ASE Touch Key

Airservices RM3119 ASEs accept ASE Touch Keys from all Romteck electronic key issuers.

This form is only to be completed if you do not have an existing ASE Touch Key.

**Applicant Name:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Ph:** \_\_\_\_\_

**Business Email:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

**Site(s) Covered:** \_\_\_\_\_

CHECK ITEM	Yes
Familiarise yourself with <a href="#">TI-0157</a> . Particularly the following: <ul style="list-style-type: none"><li>Understand your legal obligations.</li><li>When a monitored automatic alarm system is not fully operational, it is vital to put alternative fire safety procedures in place to ensure an appropriate level of fire safety.</li><li>Understand your responsibilities as the holder of an ASE Touch Key.</li></ul>	<input type="checkbox"/>
You must notify Airservices when: <ul style="list-style-type: none"><li>Your ASE Touch Key is lost or stolen.</li><li>You no longer require the ASE Touch Key. You must return it to Airservices.</li><li>Your contact details have changed.</li></ul>	<input type="checkbox"/>

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

Email this completed form to: [arffsystemsupport@airservicesaustralia.com](mailto:arffsystemsupport@airservicesaustralia.com)

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