

Guidance note for the production of the lone worker device/application technical file

These guidance notes are to aid in compiling a technical file to ensure that a lone worker device/application meets the relevant requirements listed in BS 8484:2011 clause 5.2

ITEM	AMPLIFICATION
1. Product name and outline description and product development	<p>If there are different versions, e.g. for applications downloadable onto smartphones, these should be included.</p> <p>It should include the intention to meet legacy operating systems.</p>
2. List of standards applied	<p>This should include the relevant clauses in BS8484 but also any other relevant standards, e.g., that the modem on a stand-alone device conforms to the appropriate EU/network requirements.</p>
3. Records of risk assessments and assessments to standards	<p>An assessment of the risk should be made and where any element of the service may fail. this should be made clear to the customer and documented.</p> <p>Suppliers should understand they have a Duty of Care to the customer and their staff, i.e., that the service, device or application is fit for the purpose it is supplied.</p> <p>This is relevant in a service designed, at its extreme, for possible life and death situations.</p>
4. Manufacturer, a. BS8484 product compliance sign-off b. Due diligence on manufacturer	<p>An explanation of how the device/application meets each functional requirement in Part 5.2.1</p> <p>The manufacturer may be a separate company or it may be the supplier themselves where they have developed an application.</p> <p>Due diligence should include the manufacturing standards used, (e.g. Six Sigma and ISO9001) and financial stability.</p>
5. Product information a. Function/feature list	<p>The product should meet the function/feature list as stated in the specification.</p>
6. Test program and test results; a. Manufacturer testing b. Any independent testing c. Company testing d. Unit, battery, audio tests e. Man down f. GPS g. Network testing	<p>There needs to be confirmation that the product has been tested to prove its capabilities and these tests should be documented.</p>
7. Quality control & commissioning procedures	<p>Such procedures will be required as part of the appropriate element of ISO9001. (ISO9001 is - a requirement of BSIA membership).</p>
8. Certification, e.g.: a. CE b. Environment c. SAR (Specific absorption rates) d. Battery e. Others	<p>These apply more to stand alone devices but of course all mobile phone devices must also comply.</p> <p>Only use batteries as stated in the manufacturer's instructions.</p> <p>This may include statements on charging circuitry and how it is deployed to minimise battery damage.</p>
9. Supplier certificate of BS8484 Conformity	<p>This is the 'end product' of the above process as required by BS8484 Para 5.2.2. It includes:</p> <ul style="list-style-type: none"> • The product name. • A summary of how it meets each part of the standard.