



Maintaining and inspecting civil defence shelters in housing companies

Why is the maintenance and inspection of a civil defence shelter important?

According to the Rescue Act, civil defence shelter devices and supplies must be kept in working order. They must be properly maintained. The civil defence shelter must be in such a condition that it can be activated in 72 hours.

A civil defence shelter is a valuable part of the property. Regular maintenance reduces major repair needs in the long term.

Who is responsible for civil defence shelters?

The building owner is responsible for ensuring that the maintenance, upkeep and inspection of the functional condition of the civil defence shelter are carried out in accordance with the regulations. In practice, the work can be carried out by property maintenance, an external service provider or another well-informed party.

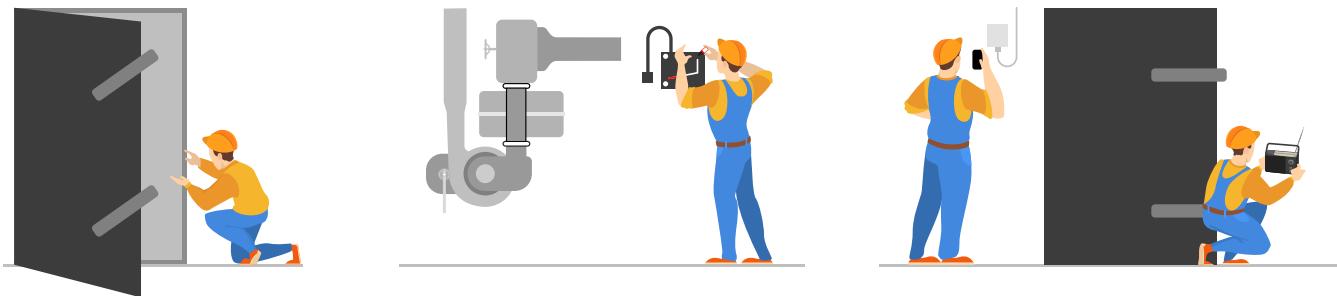
Maintenance and annual maintenance

Maintenance includes regular maintenance, the aim of which is to ensure the condition of the equipment, fittings and structures, and the functioning of the entire civil defence shelter. Maintenance is carried out

according to the device manufacturer's instructions, in which case the maintenance interval is usually one year.

Annual maintenance includes visual inspection of the protective devices and supplies, functional condition assessment and maintenance measures, such as:

- Ensuring the functioning of the civil defence shelter ventilation device and related technical solutions, including manual and electrical test use of the shelter's fan
- Checking the fluid level in the overpressure gauge and, if necessary, adding fluid
- Test use of the drain shut-off valve
- Checking the condition of the door and door seals
- Ensuring that the emergency exit route is activated
- Functional testing of communications
- Verifying the condition of the airlock tent, reserve water tanks, toilet units and booths



Observations are recorded in the building's instructions for use and maintenance or on a separate form.

Checking the functional condition

The functional condition of the civil defence shelter is checked at least every 10 years. The inspection verifies the functional condition of the civil defence shelter as a whole.

The inspection includes, for example:

- Assessment of the general condition of the civil defence shelter
- Ventilation and airtightness testing with an airtightness test
- Checking the operation of the doors, hatches and emergency exit route
- Evaluation of supplies and material preparedness

Responsibilities and work should be agreed in advance in writing with the inspector. A record of the inspection must be prepared and presented to the rescue authority upon request. The inspector of the functional condition must have access to all devices to be inspected and the necessary facilities, as well as to the necessary civil defence shelter documents.

Required materials

The materials necessary for the activation and use of the civil defence shelter must be allocated.

The shelter must have tools and supplies, such as signs, water storage containers, toilets and functional communications. Materials must be procured in advance on the basis of the plan for activation and use.

Good practices for the housing company

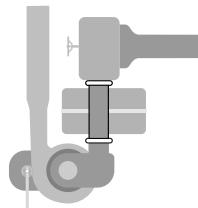
- Plan the activation and use of the civil defence shelter in advance.
- Designate a person to ensure that the civil defence shelter is regularly maintained and inspected.
- It is advisable for some people using the property to familiarise themselves with the activation and use of civil defence shelters.
- It is advisable to agree on the maintenance and inspections of a civil defence shelter in advance in writing so that the client and the person performing the work have the same understanding of the matters included in the order.



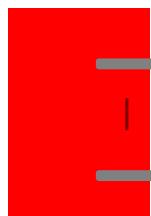
Preparation of the functional condition check



General condition



Ventilation



Airtightness



Accessories



Plan for activation and use

A civil defence shelter can only be declared functionally fit once any necessary maintenance measures have also been carried out and a full inspection of the functional condition has been carried out.

Further information:

suomi.fi/preparedness

pelastustoimi.fi/en/rescue-services/preparedness/civil-defence

The brochure is based on the Ministry of the Interior's general guide on how to maintain and inspect civil defence shelters.