

Sample logbook report

Sample House - fictional premises

FICTIONAL SAMPLE ONLY - not genuine premises records.

Address: Example Street, London / SE19 (sample)

Organisation: Example Organisation (fictional)

Premises type: Office

Responsible person: Alex Morgan (fictional)

Snapshot captured: 17 Oct 2026, 10:00 (UK)

Premises reference: 11111111-1111-4111-8111-111111111111

Activity dates: 2026-10-10 to 2026-10-10 / all retained dates

1 activity records / 1 corrections or notes / 1 actions (0 open) / 1 evidence files

This report includes all retained dates, original findings, corrections, resolved and archived actions, and schedule history. It records information entered by users; it is not a fire risk assessment, certificate or confirmation of compliance.

Evidence references in this public example are fictional; no genuine files are attached. In the real workspace, the complete ZIP includes verified evidence files.

Responsibility notes: This fixed example illustrates record keeping only. All people, activities and documents are fictional.

1. Activity records

Activity dates and recording times are separate. Corrections are appended and never replace the original record.

Fire doors / issue found

Reference: 33333333-3333-4333-8333-333333333333

Activity date: 2026-10-10

Recorded at: 10 Oct 2026, 11:15 (UK)

Performed by: Alex Morgan

Recorded by: Alex Morgan

Schedule reference: 22222222-2222-4222-8222-222222222222

Deadline effect: Routine deadline updated; defect remains open

Location: First-floor corridor

Self Closing: Did not close fully

Original notes: Door failed to close during this fictional routine check.

Original issue: Closer requires competent review. Original finding retained.

Additional note / correction

Note reference: 55555555-5555-4555-8555-555555555555

Correction: the door is on the first floor, not the ground floor. The original finding remains retained.

Recorded by: Alex Morgan

Recorded at: 10 Oct 2026, 12:00 (UK)

2. Corrective actions

All actions and retained changes are included, including resolved and archived items. Archiving does not remove evidence.

Arrange competent review of door closer / resolved / ARCHIVED

Reference: 44444444-4444-4444-8444-444444444444

Original issue: Door did not close fully.

Source record: 33333333-3333-4333-8333-333333333333

Assigned to: Jordan Lee (fictional)

Target date: 2026-10-14

Created at: 10 Oct 2026, 11:15 (UK)

Resolved at: 13 Oct 2026, 15:00 (UK)

Resolution: Fictional repair and retest recorded. Original finding retained.

Version: 3

Action history / resolved

Event reference: 66666666-6666-4666-8666-666666666666

Fictional resolution; retest described by the responsible person.

Recorded by: Jordan Lee

Recorded at: 13 Oct 2026, 15:00 (UK)

Retained snapshot: status: resolved; archived: No

Action history / archived

Event reference: 77777777-7777-4777-8777-777777777777

Archived after resolution; retained for review and export.

Recorded by: Alex Morgan

Recorded at: 14 Oct 2026, 10:00 (UK)

Retained snapshot: status: resolved; archived: Yes

3. Schedules and responsibility history

Dates reflect this saved snapshot; a due date is not proof that a check has been carried out. Premises settings reviews are retained below, including contact details and included-topic changes.

Fire doors

Reference: 22222222-2222-4222-8222-222222222222

Interval days: 30

First due: 2026-10-10

Next due: 2026-11-09

Latest activity date: 2026-10-10

Version: 1

Assignee name: Alex Morgan

Included: Yes

4. Evidence manifest

Original file names and links to records/actions are retained below. No public or expiring access links are embedded.

Example repair evidence reference

Reference: 88888888-8888-4888-8888-888888888888

Entry id: 33333333-3333-4333-8333-333333333333

Action id: 44444444-4444-4444-8444-444444444444

Category: Photograph

Notes: Illustrative reference only - no genuine file is attached to this public sample.

Filename: fictional-door-repair.jpg

Content type: image/jpeg

Bytes: 12000

Original bytes: 16000

Optimised: Yes

Sha256: aaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaa

Author name: Jordan Lee

Created at: 2026-10-13T14:00:00Z

Ready at: 2026-10-13T14:00:00Z

5. Integrity and limitations

Record-data SHA-256: a969f9e6cca112d60fce1a602d8b10afa039a61a4266b98344ef891db2404347

This checksum matches the data object in record-pack.json. It can detect accidental changes when compared with a trusted copy, but is not a digital signature or proof of authorship. The PDF and ZIP have separate byte checksums in the ZIP.

A complete premises record snapshot, not a database or account backup. Evidence bytes are not embedded; download each referenced file separately. Passwords, sessions, memberships and platform support history are excluded. A checksum detects accidental changes; it is not a digital signature or certificate of compliance.