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## MP 6.1 – Commissioning and maintenance of fire safety installations

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## 1 Purpose

The purpose of this Part is to help to ensure the safe occupation of *buildings* by setting appropriate performance standards for the:

- (a) *maintenance of prescribed fire safety installations*; and
- (b) *commissioning and maintenance of water-based fire safety installations*; and
- (c) keeping of appropriate *records* of the *commissioning and maintenance*.

## 2 Commencement

This version of this Part was published on [date] and commences on [DATE] [*the date is proposed to be 1 July 2014.*]

## 3 Transitional and saving provision

- (1) This section applies to the *maintenance* of a *prescribed fire safety installation* that is carried out before 1 January 2015.
- (2) If the maintenance complies with previous acceptable solution A1, it is taken to comply with acceptable solution A1 set out in this version of this Part.

**Note:** Acceptable solution A1 is set out below under the heading 'ACCEPTABLE SOLUTIONS'.

- (3) In this section:

***previous acceptable solution A1*** means acceptable solution A1 that:

- (a) is set out in the version of this Part that was published on 18 July 2012; and
- (b) was in force immediately before the commencement of this section.

## 4 Requirements of *Building Fire Safety Regulation 2008*

- (1) Under the *Building Fire Safety Regulation 2008* (the regulation), section 50, a person carrying out *maintenance* of a *prescribed fire safety installation* must carry out the *maintenance* in compliance with this Part.
- (2) Under the Regulation, section 54, the *occupier* of a *building* must make sure that *maintenance* of a *prescribed fire safety installation* for the *building* is carried out by an *appropriately qualified person*.

**Note:** A person is an *appropriately qualified person* for carrying out *maintenance* of a *prescribed fire safety installation* if they are licensed to do the work, for example by the Queensland Building and Construction Commission (QBCC) or the Plumbing Industry Council (PIC). For example, a plumber who is licensed by the PIC to work on fire hydrants or fire sprinkler systems is not authorized to do work on air handling systems unless they also hold the relevant license from the QBCC.

## 5 Application

- (1) This Part applies, as set out in the table below, for the *maintenance* of *fire safety installations* required for a *building* other than:
  - (a) a *class 1a building*; or
  - (b) a *class 10 building* associated with a *class 1a building*; or
  - (c) a *building* treated as part of a coal mine for the purposes of the *Coal Mining Safety and Health Act 1999* or as part of a mine for the purposes of the *Mining and Quarrying Safety and Health Act 1999*.

- (2) This Part applies, as set out in the following table, for the *commissioning of fire safety installations* required for a *building* other than:
- a class 1a *building*; or
  - a class 10 *building* associated with a class 1a *building*.

	Application	Compliance with	
		<i>Building Act 1975</i>	<i>Building Fire Safety Regulation 2008</i>
Maintenance	Maintenance of non water-based <i>prescribed fire safety installations</i> , other than those in a class 1a <i>building</i> ; or a class 10 <i>building</i> associated with a class 1a <i>building</i>	N/A	A1 and A2
	Maintenance of water-based <i>fire safety installations</i>	N/A	A1 – A5
Commissioning	Water-based <i>fire safety installations</i>	P3 - P5	N/A

**Note:**

- For additional requirements in relation to the *maintenance of fire safety installations*, see the *Building Fire Safety Regulation 2008*.
- For additional requirements in relation to the *commissioning of fire safety installations*, see the *Building Act 1975* and *NCC Vol. 1, E1*.
- Use of the *relevant procedure* only applies for P3 and A3.

## 6 Referral Agency

Under the *Sustainable Planning Regulation 2009*, Schedule 7, the Queensland Fire and Emergency Services is a referral (concurrence) agency for *alternative solutions* for performance criteria P3 - P5 for *commissioning*.

## 7 Compliance with the QDC

Under section 14 of the *Building Act 1975*, compliance with this part can be achieved only by:

- complying with the relevant *acceptable solution* for the *performance criterion*; or
- formulating an *alternative solution* that complies with the *performance criteria* or is shown to be at least equal to the relevant criteria; or
- a combination of (a) and (b).

## 8 Associated Requirements

The following legislation is applicable when applying this Part:

- Building Act 1975*
- National Construction Code (including Building Code of Australia and Plumbing Code of Australia)

- *Building Fire Safety Regulation 2008*
- *Building Regulation 2006*
- *Fire and Rescue Service Act 1990*
- *Queensland Building and Construction Commission Act 1991*
- *Queensland Development Code (QDC)*
- *Sustainable Planning Regulation 2009*

## 9 Referenced Standards

Standard No	Date	Title
AS 1851	2012	Routine service of fire protection systems and equipment
AS/NZS 2293.2	1995	Emergency evacuation lighting for buildings – inspection and maintenance (amendment 3)
<b>Associated Standards</b>		
AS/NZS 2419.1	2005	Fire hydrant installations – Part 1 system design, installation and commissioning
AS 2118.1	1999	Automatic fire sprinkler systems – General requirements
AS 2118.4	1995	Automatic fire sprinkler systems – Residential
AS 2118.6	1995	Automatic fire sprinkler systems – Combined sprinkler and hydrant

## 10 Definitions

Note: Italicised words within the body of the text are defined.

**Acceptable solution** means a relevant *building solution* which is *deemed to satisfy* the relevant *performance criteria* for the purposes of section 14 (4) (a) (ii) of the *Building Act*.

**Alternative solution** means a material, system, method of building or other thing, other than the following, intended to be used by a person to comply with relevant performance requirements—

- if the relevant performance requirements are under the *NCC*—a *building solution* under the *NCC* that complies with the *deemed-to-satisfy provisions* under the *NCC* for the performance requirements; or
- if the *relevant* performance requirements are under the *QDC* – an *acceptable solution* under the *QDC* for the performance requirements; or
- if the relevant solution was made prior to the introduction of the *BCA 1996* – the variation approved by the chief executive under the *Building Act*.

**Appropriately qualified person** has the meaning given in the *Building Fire Safety Regulation 2008*.

**Approved form** means the form approved by the chief executive under section 254 of the *Building Act* for the *commissioning* or *maintenance* of a *water-based fire safety installation*.

**BCA** means the Building Code of Australia.

**Building** has the meaning given by the *Building Act*.

**Building Act** means the *Building Act 1975*.

**Building Solution** means a solution which complies with a *performance criteria* and is:

- (a) an *alternative solution*
- (b) a solution which complies with the *deemed-to-satisfy provisions*; or
- (c) a combination of (a) and (b).

**Certificate of classification** for a building or structure, is a certificate about its *NCC* classification, given under the *Building Act*.

**Class** for a building means the classification of the building, as determined from the *NCC* Vol. 1, A3.

**Commissioning**, for a *water-based fire safety installation*, means the process of assuring that all systems and components of the installation are satisfactorily installed and *tested* so as to operate in accordance with:

- (a) any relevant Australian Standards; or
- (b) if there are no relevant Australian Standards – the manufacturer's instructions.

**Critical defect** has the meaning given in the *Building Fire Safety Regulation 2008*.

**Critical defect notice** has the meaning given in the *Building Fire Safety Regulation 2008*.

**Deemed to satisfy provisions** means provisions which are deemed to comply with the *performance criteria*.

**Fire safety installation** has the meaning given in the *Building Act* and further includes measures taken under Part E2.3 of the *NCC* Vol. 1.

**Inspect** includes a visual examination or survey and any other *required* forms of checking.

**Maintenance**, for a prescribed *fire safety installation*, means the *testing* and repair, of the installation necessary to ensure that it continues to operate at its original performance level and in accordance with:

- (a) any *relevant standard*; or
- (b) if there are no relevant Australian Standards – the manufacturer's instructions.

**National Construction Code (NCC)** means the document that consolidates the *BCA* and *Plumbing Code of Australia*, as published by the *Australian Building Codes Board*. A reference to the *NCC* is taken to mean the edition current at the relevant time (including the *Queensland appendix*), unless a particular edition of the *NCC* is specified (for example *NCC 2011*).

**Occupier**, when used with reference to any building, means the person in actual occupation, or, if there is no such person, the owner.

**Passive fire safety installation**, for a *building*, means:

- (a) a passive fire and smoke containment system mentioned in section 12.1 of *AS 1851-2012*; and
- (b) if solid core doors are prescribed for the building under the *NCC*—the solid core doors.

**Performance criteria** means a requirement of either the QDC or the NCC that states the level of performance which a *building solution* must meet.

**Prescribed fire safety installation** means a fire safety installation—

- (a) that was at any time *required* to be *maintained* in the *building* in question by or under any Act or regulation, including as a prerequisite to the granting of any approval or the issue of any notice, certificate or instrument; and
- (b) that was not at any time authorised by or under any Act or regulation to be no longer *maintained*.

**QDC** means Queensland Development Code.

**Record** means -

- (a) the latest yearly *occupier* statement; or
- (b) documents *required* under this Part in the form *prescribed* under schedule 2 of this Part; or
- (c) for documents *required* under the *Building Fire Safety Regulation 2008*, the version of document *required* under that regulation; or
- (d) documents relating to fire safety *required* under a *certificate of classification*.

**Relevant procedure** means the document called 'Fire hydrant and sprinkler system commissioning and periodic maintenance procedure' published by the department on its website.

**Relevant standard** means an Australian Standard applicable to the *fire safety installation* on the day the building development application was approved, subject to section 37 of the *Building Act*.

**Required** means *required* to satisfy:

- (a) a *performance criteria*; or
- (b) an acceptable *solution* applicable to the *building* on the date the *building* was approved and includes matters specified in a *building's certificate of classification* and includes the ongoing application of this Part; or
- (c) a provision under any Act.

**Water-based fire safety installation**, for a *building* or structure, means a *fire safety installation* that consists of either of the following items for the *building* or structure:

- (a) sprinklers (including wall-wetting sprinklers)
- (b) fire hydrants (including hydrant boosters).

**Test** means confirmation of correct function or performance of a component or system and includes *inspect*.

	PERFORMANCE CRITERIA		ACCEPTABLE SOLUTIONS
	<b>Maintenance of fire safety installations</b>		

### Testing and maintenance

<b>P1</b>	<p><i>Prescribed fire safety installations for a building are maintained by appropriately qualified persons at intervals that are adequate to ensure the building's fire safety installations perform to a standard no less than that which they were originally required to meet.</i></p>	<b>A1</b>	<p>For a <i>building</i>, maintenance of —</p> <ul style="list-style-type: none"> <li>(a) a <i>prescribed fire safety installation</i> other than a <i>passive fire safety installation</i>, fire blanket or emergency lighting, complies with AS 1851:2012; and</li> <li>(b) a <i>passive fire safety installation</i> mentioned in schedule 1 complies with the schedule; and</li> <li>(c) emergency lighting complies with AS/NZS 2293.2:1995; and</li> <li>(d) a <i>prescribed fire safety installation</i> required as part of an <i>alternative solution</i> that specifies <i>maintenance</i> criteria that are inconsistent with A1(a),(b) or (c) complies with the <i>alternative solution</i> to the extent of any inconsistency.</li> </ul>
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Note:

If the *maintenance* is carried out before 1 January 2015 and complies with the previous version of acceptable solution A1, the *maintenance* is taken to comply with the version of acceptable solution A1 set out above—see section 3.

### Maintenance records to be kept by occupier

<b>P2</b>	<p>Building <i>occupiers</i> keep records of <i>maintenance</i> to ensure:</p> <ul style="list-style-type: none"> <li>(a) the <i>occupier</i>; and</li> <li>(b) any <i>appropriately qualified person</i>; and</li> <li>(c) local government officers; and</li> <li>(d) authorised officers of the Queensland Fire and Emergency Services;</li> </ul> <p>can check compliance with this Part.</p>	<b>A2</b>	<p>Building <i>occupiers</i> —</p> <ul style="list-style-type: none"> <li>(a) keep <i>records</i> of any <i>maintenance</i> that is <i>required</i> by this Part for each of the building's <i>prescribed fire safety installations</i> in accordance with - <ul style="list-style-type: none"> <li>(i) the <i>Building Fire Safety Regulation 2008</i>; and;</li> <li>(ii) <ul style="list-style-type: none"> <li>(A) the <i>relevant standard</i>; or</li> <li>(B) the manufacturer's instructions; or</li> <li>(C) the directions of an <i>appropriately qualified person</i>; and</li> <li>(D) where applicable, the building's <i>certificate of classification</i> and</li> </ul> </li> </ul> </li> </ul>
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alternative solution;  
and

- (b) complete an *occupier* statement –
  - (i) within one year of taking up occupation; and
  - (ii) yearly, within one year of the date of the last *occupier* statement.
- (c) keep *occupier* statements with the *building's records of maintenance* for two years from the date the document is made.

**Note:**

Section 55 of the *Building Fire Safety Regulation 2008* specifies mandatory requirements for keeping *records of maintenance*. A sample form that reflects the mandatory requirements for an *occupier* statement is set out in schedule 2 of this Part.

## Commissioning and maintenance of water-based fire safety installations

### **Procedure for commissioning and maintenance**

**P3** An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* must carry out the *commissioning* or *maintenance* using a rigorous testing procedure that is consistent with best practice and provides consistent and reliable results.

**A3** An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* carries out the *commissioning* or *maintenance* in compliance with:

- (a) the *relevant procedure*, where applicable; and
- (b) the *relevant standard*.

### **Form for commissioning and maintenance**

**P4** (1) An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* must record all relevant testing results in a document.

(2) Within a reasonable time after completing the work, the person must give a copy of the document to:

**A4** An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation*:

- (a) completes the *approved form*; and
- (b) within 10 business days after completing the work, gives a copy of the form to:
  - (i) if the person has carried out *commissioning*—the building owner;

- (a) if the person has carried out *commissioning*—the building owner; and
- (b) if the person has carried out *maintenance*—the building occupier.

and

- (ii) if the person has carried out *maintenance*—the building occupier.

**Form to be kept by tester**

**P5** An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* must keep a record of the document mentioned in P4 for a reasonable time.

**A5** An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* must keep a record of the form mentioned in A4 for at least 5 years after completing the work.

Version	Publication date	Publication date
1.3	[DATE]	[DATE]
1.2	18 July 2012	6 August 2012
1.1	28 November 2011	1 January 2012
1.0	20 November 2008	1 January 2009

## Schedule 1

### Schedule of *maintenance requirements for passive fire safety installations*

- (1) *Maintenance of a passive fire safety installation for a class 5, 6, 9a or 9c building* complies with A1(d) or Table 1.

**Table 1 Maintenance requirements – passive fire safety installations for class 5, 6, 9a or 9c buildings**

<i>Passive fire safety installations</i>	<i>AS 1851:2012 clause number</i>	<i>Required frequency of tests</i>
Hinged and pivoted fire-resistant doors	12.4.3.1	6 monthly
Horizontal sliding doors fire-resistant doorsets	12.4.3.2	
(a) Smoke doors – hinged and pivoted; and (b) Solid core doors.	12.4.4 12.4.4	
Fire shutters	12.4.5	

- (2) *Maintenance of a passive fire safety installation for a class of building not mentioned in (1)* complies with A1(d) or Table 2.

**Table 2 Maintenance requirements – passive fire safety installations for buildings other than class 5, 6, 9a or 9c buildings**

<i>Passive fire safety installations</i>	<i>AS 1851:2012 clause number</i>	<i>Required frequency of tests</i>
Hinged and pivoted fire-resistant doors	12.4.3.1	Yearly
Horizontal sliding doors fire-resistant doorsets	12.4.3.2	
(a) Smoke doors – hinged and pivoted; and (b) Solid core doors.	12.4.4 12.4.4	
Fire shutters	12.4.5	

**Note:**

The *Fire and Rescue Service Act 1990* (the Act), section 104D, states that "The occupier of a *building* must maintain at all times every prescribed fire safety installation to a standard of safety and reliability in the event of fire". All structural features that are fire safety installations such as passive fire systems are required to comply with this section of the Act at all times, not just those in the tables above. Owners and occupiers should periodically inspect structural features to ensure that the features continue to provide compliant passive fire safety outcomes for the building. The *NCC* requires safety measures to be capable of performing to a standard no less than which they were originally required to achieve.

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## Schedule 2 – Occupier statement<sup>1</sup>

Name of building and address: <i>Prescribed fire safety installation</i> <sup>2</sup>	Name of occupier: Nominated Australian Standard or relevant <i>maintenance requirements</i> <sup>3</sup>	Was a <i>critical defect notice</i> <sup>4</sup> issued during the period covered by this statement (Yes/No)	Date of rectification of <i>critical defect</i> <sup>4</sup>
Air handling systems			
Emergency lifts			
Emergency lighting			
Emergency power supply			
Emergency warning and intercommunication systems <sup>5</sup>			
Exit signs			
Fire detection and alarm systems			
Fire doorsets			
Fire extinguishers			
Fire hose reels			
Fire hydrants (including boosters)			
Fire mains			
Fire shutters			
Other features <sup>6</sup> (provide details)			
Smoke and heat venting systems			
Smoke doorsets			
Smoke exhaust systems			
Solid core doors			
Special automatic fire suppression systems			
Sprinklers			
Stairwell pressurisation systems			

I (Full name) \_\_\_\_\_ as an authorised person on behalf of (Name of organisation) \_\_\_\_\_<sup>7</sup> declare the above listed *prescribed fire safety installations* have been *maintained* during the period covered by this statement in accordance with this Part and as specified.  
(Signature) \_\_\_\_\_ on (Date) \_\_\_\_\_

- Note:** rows in the above table can be deleted for *prescribed fire safety installations* that are not installed in/for the building.
- This yearly statement must be kept with the building's *maintenance records* in accordance with A2(c) and be produced on demand by local government officers and authorised officers of the Queensland Fire and Emergency Services.
- For example, in accordance with manufacturer's instruction manual date day/month/year or in accordance with the building's *certificate of classification*.
- Copies of *critical defect notices* issued and proof of rectification within the period of this statement must be attached.
- This is also known as sound systems and intercommunication systems for emergency purposes.
- Includes additional *fire safety installations* or conditions that are *required* under the building's *alternative solution* of the *Building Act 1975* or *NCC Vol. 1* clauses E1.10 and E2.3.
- If the owner is signing or the *occupier* is not employed by a body corporate the 'name of organisation' section does not need to be completed.