

Advisory Notes – Fire Safety Management Tool for Owner/Occupiers Version 2.0 February 2009

Maintenance of Fire Safety Installations

Prescribed Fire Safety Installations are installations that were required to be maintained in the building in question by or under any Act, including as a prerequisite to the granting of any approval or the issue of any notice, certificate or instrument (Section 104D 3(a) of the *Fire and Rescue Service Act 1990*).

- Maintenance of prescribed fire safety installations is required to be conducted by someone who has or operates under a license under the *Queensland Building Services Authority* or under the *Fire Protection Contractors Registration Board of Queensland*.
- From 1 January 2011 all *appropriately qualified persons* will be required to hold an individual license for each prescribed fire safety installation they maintain. Until that date an individual can operate under a company's licence.
- An *appropriately qualified person* is a person who holds a current certificate of accreditation, issued by the Fire Protection Industry Board, relating to a prescribed fire safety installation of a particular type. (A full definition of an *appropriately qualified person* is provided in Section 85 of the *Building Fire Safety Regulation 2008*).

NOTE: - The requirements for maintenance are now contained in the Queensland Development Code MP6.1 at <http://www.dip.qld.gov.au/resources/laws/queensland-development-code/current-parts/mp-6-1-maintenance-firesafety-installations.pdf> and in the associated Fact sheet at <http://www.dip.qld.gov.au/resources/laws/queenslanddevelopment-code/factsheets/maintenance-fire-safety-m6-1.pdf>

Is the Fire Detection & Alarm System operating with no isolations or faults indicating?

- The occupier must ensure no devices or zones are isolated or showing a fault unless work is being carried out in those areas and a plan to reinstate the device or zone is in place.

See the *Queensland Development Code* MP 6.1 for further details regarding maintenance requirements.

Is the number of unwanted alarm activations below the prescribed average?

- The occupier must ensure that the number of unwanted alarms signalled from a monitored system in any financial year does not exceed 4 or the prescribed average (whichever is the greater) as published in the *Queensland Government Gazette*.

This item relates to Section 104DA of the *Fire & Rescue Service Act 1990*. Further details can be found at: <http://www.fire.qld.gov.au/buildingsafety/unwanted/default.asp>

Is the sprinkler booster installation undamaged?

- The occupier must ensure the cabinet and internal components are undamaged and hand wheels are fitted to inlets and outlets.

See the *Queensland Development Code* MP 6.1 for further details regarding maintenance requirements. Links to online resources provided under the 'Maintenance of Fire Safety Installations' section of these Advisory Notes.

Can current maintenance records for the sprinkler system be produced upon request?

- A log book is required to record maintenance inspections.
- An appropriately qualified person is required to conduct maintenance inspections.

See the **Queensland Development Code** MP 6.1 for further details regarding maintenance requirements. Links to online resources provided under the '*Maintenance of Fire Safety Installations*' section of these Advisory Notes.

Is the on-site fire hydrant booster installation undamaged?

- The occupier must ensure the cabinet and internal components are undamaged and hand wheels are fitted to inlets and outlets.

See the **Queensland Development Code** MP 6.1 for further details regarding maintenance requirements. Links to online resources provided under the '*Maintenance of Fire Safety Installations*' section of these Advisory Notes.

Are the hydrant/sprinkler pumpsets correctly maintained?

- The occupier must ensure pumpsets are maintained by an *appropriately qualified person*.

See the **Queensland Development Code** MP 6.1 for further details regarding maintenance requirements. Links to online resources provided under the '*Maintenance of Fire Safety Installations*' section of these Advisory Notes.

Are approval documents obtained and kept?

- The owner/ occupier is required to take reasonable steps to acquire *relevant approval documents*.
- *Relevant approval documents* consist of the following:-
 - o For buildings built under the Deemed to Satisfy Provisions of the Building Code of Australia (BCA) from 1 July 1997 onwards, the following:-
 - o *Certificate of Classification*, and
 - o A list of *fire safety installations* within the building.
 - o For buildings built with Alternate Solutions from 1 July 1997 onwards, the following:-
 - o *Certificate of Classification*,
 - o A list of *fire safety installations* within the building, and
 - o The *Fire Safety Management Procedures* (Management in Use Documentation)
 - o Fire Engineering Report
 - o For buildings built prior to 1 July 1997, the following:-
 - o *Certificate of Classification*, Certificate of Approval or other approval documents (if either of these are not available QFRS will accept written documentation showing requests for copies of relevant approval documents from the relevant local government or building certifier), and
 - o A list of *fire safety installations* within the building.
 - o For Crown buildings the following:-
 - o A list of *fire safety installations* within the building, and
 - o The *Fire Safety Management Procedures* (Management in Use Documentation) if the building was built using an alternate building solution.
- A copy of these approval documents must be retained with other documents required to be kept.
- A *Certificate of Classification* is the document issued by a Local Government or Certifier which determines the building classification.
- A list of *Fire Safety Installations* can be obtained from Schedule 2 of the *Building Act 1975*: <http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/B/BuildA75.pdf>

This item relates to Section 25 of the **Building Fire Safety Regulation 2008**.

AS 4428.6

2.5.2 Connected equipment interface

Where ASE is interfaced to control and indicating equipment, fire sprinkler systems or the like, suitable input and output connections shall be provided. The input and output connections shall be supervised for short circuit and open circuit faults. The fault signal shall be transmitted to the monitoring service provider.

AS1670 - 1995

Alarm Signalling Equipment (ASE) – Equipment designed to communicate alarm and fault signals and other information between a fire alarm system and a monitoring service.

Amendment No. 1 – 8.18.3 Connection – Wiring from alarm signalling equipment to the alarm monitoring network connection point shall comply with AS 3013 with a minimum rating of WS51W and the mechanical rating upgraded dependent on the hazard as defined in AS 3013. Where connection to the alarm monitoring network is duplicated or separate signal paths, the minimum cable rating shall be WSX1W. Connection to an IDF is permissible only if the cable from the IDF to the MDF is installed underground.

AS1670.3

1.4.1 Alarm Signalling Equipment (ASE)

That part of control and indicating equipment (CIE) designed to communicate alarm and fault signals and other information between fire detection and alarm system and a monitoring service provider.

1.4.5 Monitoring Centre

A facility that receives signals from a monitored site and transmits signals to a fire-dispatch centre.

2.3 Monitoring Centre

2.3.1 General

No single fault in the monitoring centre equipment shall prevent the automatic receiving, processing and transmission of alarm signals.

Note: staff may be required on site to assure continuous operation of the monitoring centre.

2.3.2 Indicating and logging equipment

2.3.2.1 General

Signals from the alarm transmission system shall be automatically received, time and date-stamped and logged.

The monitoring centre indicating and logging equipment shall be capable of receiving and processing and following:

- (a) Alarm, fault and isolate signals annunciated at the control and indicating equipment.
- (b) Test signals for alarm, fault and isolate conditions from the control and indicating equipment.
- (c) Network faults.

Where the alarm signalling equipment includes a time clock, the clock shall be synchronized with the monitoring centre indicating and logging equipment clock to within 1 min.

**TABLE 3.1
ASSESSMENT**

Clause	Methodology	Result
2.3.2.1	Demonstrate automatic time stamping and recording of data	Y/N
2.3.2.1(a)	Demonstrate that alarm, fault and isolate signals from CIE can be received and processed	Y/N
2.3.2.1 (b)	Demonstrate that test signals for alarm, fault and isolate from CIE can be received and processed	Y/N
2.3.2.1 (c)	Demonstrate that network faults can be received and processed	Y/N

AS 2220.1

2.4 Emergency Control Panels (ECPs)

2.4.2 Indicators and controls

The following indicators and controls shall be provided at each ECP:

A key operated AUTOMATIC/MANUAL/ISOLATE switch as follows:

(III) Isolate position. In the ISOLATE position, the ECP shall be disabled from distributing audible and visible signals throughout the building by key panel operation. All other functions shall remain operative.

For further information please contact the State Alarm Management Unit on 1800 449 992