

# Ministerial Building Standard MBS 002

## Maintaining the performance of essential safety provisions

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## 1.0 SCOPE AND APPLICATION

- 1.1 This standard is published as a Ministerial Building Standard as part of the Building Rules under the *Planning, Development and Infrastructure Act 2016* (the *Act*) and must be read in conjunction with the requirements of that Act and regulation 94 of the *Planning, Development and Infrastructure (General) Regulations 2017* (the *Regulations*).
- 1.2 This standard contains-
- (a) a performance requirement for the maintenance of *essential safety provisions (ESPs)* installed in buildings;
  - (b) deemed-to-satisfy standards for the maintenance and testing of *essential safety provisions (ESPs)* installed in buildings to achieve the required performance;
  - (c) requirements for issuing a schedule of *essential safety provisions (ESPs)* (**Form 1 - Schedule of ESPs installed or to be installed**);
  - (d) requirements for providing a certificate of compliance for installed *essential safety provisions (ESPs)* (**Form 2 - ESP Compliance certificate**); and
  - (e) requirements for providing adequate proof to *council* that maintenance and testing have been carried out on *essential safety provisions (ESPs)* installed in a building (**Form 3 – ESP Maintenance verification**).
- 1.3 In this standard, *essential safety provisions (ESPs)* has the same meaning as defined in regulation 3 of the *regulations*.
- 1.4 The requirements of this standard apply to any *ESP* installed in buildings or required to be installed in buildings under the *Building Code*, a Ministerial Building Standard or under any former regulations under the *Building Act 1971* or the *Development Act 1993*.
- 1.5 A reference to ‘maintenance’ in this standard includes replacing the *ESPs*.
- 1.6 The owner of a building must, at the request of an authorised officer produce the records of maintenance and testing carried out on the building’s *ESPs* over a specified period not exceeding two years for inspection by the authorised officer, within 48 hours of the request being made.

## 2.0 ESP PERFORMANCE REQUIREMENT

- 2.1 *ESPs* in buildings must achieve the performance level required by the applicable installation standard or construction standard as approved at development authorisation.
- 2.2 *ESPs* installed in a building must be maintained and tested to the extent necessary to ensure that they continue to perform at least to the level or standard they were required to achieve by the applicable approved installation standard, construction practice or baseline data (as applicable).

### 3.0 ESP DEEMED-TO-SATISFY PROVISIONS

- 3.1** In accordance with sub-regulations 94(5), (6), (7) and (8), performance requirement **2.1** is satisfied if the installer of an *ESP* has completed the installation and provided a **Form 2 – ESP Compliance Certificate** certifying that the *ESP* is performing at the level required by the applicable approved installation standard or construction standard (refer to section **5.0** of this standard).
- 3.2** Approved installation standards and/or construction practices establish the relevant baseline data (such as water supply details, pump test flow, mechanical ventilation rates, air velocities and associated operating pressure data, etc) that must be achieved and maintained in order for an *ESP* to achieve its ongoing performance.
- 3.3** Performance requirement **2.2** can be satisfied by the regular carrying out of maintenance and testing of *ESPs* in accordance with the routines listed in **column 3** of section **9.0** of this standard.
- 3.4** Ongoing performance of *ESPs* can be verified by the building owner by-
- (b) maintaining and retaining records and condition reports of routine maintenance and testing carried out in accordance with the requirements of this standard; and
  - (c) providing annual verification to the *council* that the *ESPs* have been maintained and tested and are performing at the required standard (refer to section **6.0** of this standard).

### 4.0 FORM 1 - SCHEDULE OF ESSENTIAL SAFETY PROVISIONS

- 4.1** In accordance with regulation 94(4), a *relevant authority* or *council* is required to issue a schedule of *ESPs* when-
- (a) issuing a *building consent* for a building in which *ESPs* are installed or required to be installed, applicable to-
    - (i) new building work;
    - (ii) alterations and additions to an existing building;
    - (iii) a new *ESP* installation; and
    - (iv) alterations or additions to an existing *ESP* (including work required under a fire safety notice); or
  - (b) assigning a change of classification (no building work) for a building in which *ESPs* are installed; or
  - (c) a building owner applies for a new schedule to be issued for a building in which *ESPs* are installed (fee payable); or
  - (d) certifying that building work complies with the *Building Rules* (eg Crown development under section 131(21) of the *Act*) for a building in which *ESPs* are installed or required to be installed.

- 4.2 The Chief Executive has determined that the appropriate form for issuing a schedule of *ESPs* is that published as **Form 1 - Schedule of ESPs installed or to be installed** on the SA Planning Portal.
- 4.3 A **Form 1** must list-
- (a) all the *ESPs* for the building, ie installed or to be installed; and
  - (b) the maintenance and testing standards or requirements that must be undertaken to ensure that the listed *ESPs* will continue to meet performance required by **2.1**, which includes-
    - (i) the relevant installation standards or construction practice to be complied with (which establish the baseline data for the performance of the *ESPs*); and
    - (ii) the maintenance and testing routines to be applied for maintaining the performance of the listed *ESPs*.
- 4.5 Owners of existing buildings may apply to the *council* or a building certifier to have a new **Form 1** issued if they intend changing their maintenance and testing routines to use an updated standard (eg to use the AS 1851 routines for fire protection systems and equipment).

## 5.0 FORM 2 – ESP COMPLIANCE CERTIFICATE

- 5.1 In accordance with regulation 94(7), a compliance certificate for each installed *ESPs* (as listed on the **Form 1**) must be provided to the relevant *council* or building certifier certifying that they have been installed in compliance with the approved installation standards and are performing as required by that standard.
- 5.2 The Chief Executive has determined that the appropriate form for certifying compliance of installed *ESPs* is that published as **Form 2 – ESP compliance certificate** on the SA Planning Portal.
- 5.3 A **Form 2** must be signed by the installer (eg a licensed building work contractor responsible for the installation of the *ESP*) or if the installer is a company, by the manager responsible for the installation work. If more than one installer is involved in the installation of the scheduled *ESPs*, a certificate must be provided by each of the installers (or their company managers) for their particular installation or part of the work.
- 5.4 Where a certificate of occupancy is to be issued, the **Form 2** must be endorsed by the licensed building work contractor responsible for the building work or by the building owner or building owner's agent and must then be forwarded to the *council* or building certifier responsible for issuing the certificate of occupancy (together with the Statement of Compliance required by regulation 104).
- 5.5 Where a certificate of occupancy is not required, or there is no licensed building work contractor responsible for the building work, the **Form 2** must be endorsed by the building owner and forwarded with the Statement of Compliance required by regulation 104 to the relevant *council*.

## 6.0 FORM 3 – ESP MAINTENANCE VERIFICATION

- 6.1 In accordance with regulation 94(10) and (11), a building owner must provide annual proof in the appropriate form to the relevant *council* that maintenance and testing have been carried out on all *ESPs* in or for the building and that-

- (a) there are no outstanding critical defects (as defined in AS 1851) that could render the *ESPs* inoperative and they are continuing to perform to a standard no less than the standard they were originally required to achieve; or
- (b) any outstanding critical defects (as defined in AS 1851) identified by the person or contractor responsible for carrying out the maintenance and testing rendering the *ESP* inoperative have been rectified or are in the process of being rectified; and/or
- (c) any non-critical defects and non-conformances (as defined in AS 1851) identified by the person or contractor responsible for carrying out the maintenance and testing are in the process of being remedied.

**6.2** The Chief Executive has determined that the appropriate form for providing annual proof of the maintenance, testing and performance of *ESPs* is that published as **Form 3 – ESP maintenance verification** on the SA Planning Portal.

**6.3** A **Form 3** is not required to be submitted to *council* for the following buildings unless the building has been the subject of a notice under section 157 of the *Act*, or the *ESPs* have been installed under a condition arising from a variance with the performance requirements of the Building Code-

- (a) a Class 1b building; or
- (b) a class 3, 4, 5, 6, 7, 8, or 9b building that does not have a rise in storeys exceeding 2, and does not have a floor area exceeding 500 m<sup>2</sup>.

## **7.0 SCHEDULE OPTIONS for completing ESP FORMS 1, 2 and 3**

**7.1** Section **9.0** of this standard outlines a SCHEDULE of OPTIONS to be used when completing a **Form 1**, **Form 2** or **Form 3** to meet the requirements of regulation 100 and this standard.

**7.2** **Column 1** of the SCHEDULE OPTIONS lists the *ESPs* that may be in a building or be provided in a building. *ESPs* may be approved and installed as a deemed-to-satisfy solution or as a performance solution. For a particular building and only the actual *ESPs* installed or to be installed in that building are listed in the first column of each relevant form (the **Form 1**, **Form 2** and **Form 3**) to be approved and issued by the *relevant authority*.

**7.3** **Column 2** of the SCHEDULE OPTIONS lists installation standards that are deemed-to-satisfy the required performance for the *ESPs* listed in **Column 1**. Where a performance solution is proposed for the relevant *ESPs* listed in **Column 1**, the relevant installation standards, construction practices or baseline data on which the performance solution is based must be listed in **Column 2**. For a particular building, only the actual installation standards applicable to the *ESPs* installed or to be installed in that building are listed in **Column 2** of **Forms 1, 2 and 3**. Where a new schedule of *ESPs* is prepared for an existing building, the installation standards in **Column 2** may be listed as 'existing', provided the existing baseline data to be maintained is identified from a previously approved installation standard and stated in **Column 2**.

**7.4** **Column 3** of the SCHEDULE OPTIONS lists maintenance and testing standards and requirements that, where approved, are deemed to achieve the performance requirement under **2.2** for the listed deemed-to-satisfy *ESPs*. Where a performance solution is proposed for the relevant *ESPs* listed in **Column 1**, the relevant maintenance and testing routines required to maintain their ongoing performance must be listed in **Column 3**. For a particular building, only the maintenance and testing standards that apply to the actual *ESPs* installed or to be installed in that building are listed in **Column 3** of **Form 1** and **Form 3**.

**7.5** **Column 4** of the SCHEDULE OPTIONS is provided for information only. It is included to give building owners some indication of the frequency of maintenance and testing routines specified in the standards that are listed in **Column 3** of the SCHEDULE OPTIONS, and to elaborate on other requirements listed in **Column 3**.

## **8.0 INTERPRETATION**

**Act** means the *Planning, Development and Infrastructure Act 2016*.

**Building Rules** has the same meaning as defined in section 3 of the *Act*.

**Building consent** has the same meaning as defined in section 3 of the *Act*.

**Council** has the same meaning as defined in section 3 of the *Act*.

**Essential safety provisions (ESPs)** has the same meaning as defined in regulation 3 of the *regulations*.

**Regulations** means the *Planning, Development and Infrastructure (General) Regulations 2017*

**Relevant authority** has the same meaning as defined in section 82 of the *Act*.

## 9.0 SCHEDULE OPTIONS

### 9.1 Structural fire protection and compartmentation

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building   | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|---|--|
| (a) Fire resistant materials applied to building elements, including intumescent paints, fire protective sprays, coatings and boards.  | NCC Volume One - section C (as applicable)  | Annual inspections to check the integrity of fire resistant materials and/or as prescribed in AS 1851, sections 1 and 12.   | Check that there is no damage or deterioration to fire resistant materials.<br><br>Refer table 12.4.2 of AS 1851 for yearly service schedule for materials protecting structural elements.   |
| (b) Fire hazard properties of floor, wall and ceiling linings; floor coverings, air handling ductwork, lift cars, non-required and non-fire isolated stairways or ramps, attachments to internal floors, walls and ceilings, insulation, proscenium curtain and auditorium seating, etc  | NCC Volume One – clause C1.10 and Specification C1.10   | Annual inspection to identify any changes to linings and finishes   | Check that any new or altered linings and finishes have the required fire hazard properties.   |
| (c) Compartmentation including bounding construction and service penetrations through fire resistant structures (includes fire walls; smoke walls; fire resistant exits, and fire resistant elements such as walls, floors, ceilings, protective coverings, lift shafts, services shafts/ducts, access panels and control joints). | NCC Volume One - Parts C1, C2 and C3 and Specifications C1.1 and C3.15                        | Annual inspections for damage or deterioration; identify and rectify any non-compliance; and as prescribed in AS 1851, sections 1 and 12 for protection of structural elements. | Check integrity of fire and/or smoke barriers, including all joints, junctions, fire-stopped penetrations and smoke seals. Check that any additional penetrations have been adequately fire stopped.<br><br>Identify and record any services not permitted in fire-isolated exits (refer NCC Volume One –clause C3.9) that must be removed.<br><br>Refer table 12.4.2 of AS 1851 for yearly service schedule for materials protecting structural elements. |



| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|---|--|
| (d) Fire doors   | NCC Volume One - clause C3.4 and Specification C3.4; and AS 1905.1                            | As prescribed in AS 1851, sections 1 and 12.  | Refer table 12.4.3.1 of AS 1851 for six monthly service schedule for hinged and pivoted fire resistant door-sets.<br><br>Refer table 12.4.3.2 of AS 1851 for three monthly and six monthly service schedules for horizontal sliding fire resistant door-sets.  |
| (e) Smoke doors  | NCC Volume One - clause C3.4 and Specification C3.4   | As prescribed in AS 1851, sections 1 and 12.  | Refer table 12.4.4 of AS 1851 for six monthly service schedules for hinged and pivoted smoke doors (or yearly for private residential apartment entrance doors).   |
| (f) Solid core doors (and required life safety doors)  | NCC Volume One - clause C3.11   | Six monthly inspections of door and door hardware to check for damage or deterioration and to ensure correct operation of door, closer and latch.           |  |
| (g) Fire shutters  | NCC Volume One – clause C3.4 Specification C3.4; and AS 1905.2 for steel shutters             | As prescribed in AS 1851, sections 1, 12 and 13.  | Refer table 12.4.5 of AS 1851 for yearly service schedule for fire shutters.<br><br>Refer tables 13.4.1.13 and 13.4.1.14 for six monthly and yearly service schedules for mechanical operation if relevant.  |
| (h) Fire windows   | NCC Volume One - clause C3.4 and Specification C3.4   | As prescribed in AS 1851, sections 1, 12 and 13.  | Refer table 12.4.6 of AS 1851 for yearly service schedule for fire rated glazing<br><br>Refer tables 13.4.1.13 and 13.4.1.14 for six monthly and yearly service schedules for mechanical operation if relevant.  |
| (i) Proscenium curtains and walls  | NCC Volume One – clause H1.3 and Specification H1.3   | Six monthly inspections to check integrity of curtains.<br><br>In addition, for curtain and curtain operation, as prescribed in AS 1851, sections 1 and 13. | Checking integrity includes checking that there is no damage or deterioration to the curtain or curtain operation and that there is minimal smoke leakage around the perimeter of the curtain when lowered.<br><br>Refer tables 13.4.1.11 and 13.4.1.12 of AS 1851 for six monthly and yearly routines for mechanical operation of curtains. |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building              | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)  | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|---|--|---|---|
| (j) Fire sprinklers for protection of openings  | 1. NCC Volume One - clause C3.4 and relevant parts of AS 2118.1 or AS 2118.2 as applicable.<br>2. NCC Volume One – clause C3.11 and relevant parts of FPAA101D and FPAA 101H | 1. As prescribed in AS 1851, sections 1 and 2 for systems installed to AS 2118 2. As prescribed in AS 1851 for components from AS 2118 installed in accordance with FPAA010D or FPAA101H (eg sprinkler heads) | Refer tables 2.4.4.1, 2.4.4.2, 2.4.4.3 and 2.4.4.4 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules for deluge and water spray systems.  |
| (k) Fire sprinklers for protection of curtain or panel walls  | NCC Volume One - clause 2.5 of standard C1.1 and AS 2118.1 or AS 2118.2 as appropriate   | As prescribed by AS 1851, sections 1 and 2.   | Sprinklers may be installed as part of a full sprinkler system or form a stand-alone system and must be inspected and maintained to the relevant parts of AS 1851 that apply to that system.  |
| (l) Proscenium curtain deluge system  | NCC Volume One - Specification H1.3 and AS 2118.1 and AS 2118.3. AS 1670.1 (for electrical detection components).  | As prescribed in AS 1851 sections 1, 2 and 6 as relevant.   | Control and actuation of deluge system may be via MJC, wet pilot or fire/smoke detectors, therefore refer to relevant parts of AS 1851 for applicable service requirements.   |
| (m) Fire and smoke curtains generally (including at atrium roof).   | In accordance with approved documents  | Six monthly inspections to check integrity of curtains.<br><br>In addition, for curtain and curtain operation, as prescribed in AS 1851, sections 1 and 13.   | Checking integrity includes checking that there is no damage or deterioration to the curtain or curtain operation and there is minimal smoke leakage around the perimeter of the curtain (check overlapping and edge sealing).<br><br>Refer tables 13.4.1.11 and 13.4.1.12 of AS 1851 for six monthly and yearly routines for mechanical operation of fire curtains and smoke curtains. |
| (n) Performance solutions – structural fire protection and compartmentation – Describe the performance solution | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i>                              | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i>  | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i>   |

## 9.2 Means of egress

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building   | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|--|---|--|---|
| (a) Exits and paths of travel to exits including doors, doorways, operation of latches (including automatic closing or unlocking devices), ramps, stairways and clearance from obstructions. | NCC Volume One - section D (as applicable) and section G (as applicable)  | Three monthly inspection of exits and paths of travel to exits to check their ongoing compliance and ensure there are no impediments that could delay or prevent occupants evacuating to a safe place in an emergency. | Inspections should include checking the following (as applicable)- <ul style="list-style-type: none"> <li>• exits and paths of travel to exits remain unblocked (including at the point of discharge);</li> <li>• there are no unprotected installations in exits or paths of travel to exits and protection of openable windows has not been damaged or removed;</li> <li>• exits are not lockable from the inside and are readily openable by a single downward action on a single device without a key from the side that faces a person seeking egress, unless fail-safe devices are fitted and are operational;</li> <li>• barriers or bollards protecting paths of travel and exits remain in place;</li> <li>• separation of rising and descending flights and any associated signage is maintained;</li> <li>• spaces under fire isolated stairs or ramps are not enclosed or used to store goods or materials of any kind unless they are enclosed with fire resistant construction;</li> <li>• spaces under fire isolated stairs or ramps are not enclosed or used to store goods or materials of any kind unless they are enclosed with fire resistant construction;</li> <li>• slip resistant surfaces of stair treads and nosings and tactile ground surface indicators have not been damaged or removed.</li> </ul> |
| (b) Performance solutions – means of egress– Describe the performance solution   | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i>   | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i>   |

### 9.3 Signs

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building   | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|--|--|
| (a) Warning signs concerning use of lifts in the event of fire   | NCC Volume One - clause E3.3  | Check annually that warning signs are not damaged, and continue to be clearly visible to persons approaching the lift.   | Check for damage and visibility includes checking that wording and word size still comply.   |
| (b) Illuminated exit signs (including internally and externally illuminated exit signs)  | NCC Volume One – clauses E4.5 and E4.8; and AS 2293.1   | <p>Check monthly that exit signs are not damaged, and continue to be clearly visible to persons approaching the exit.</p> <p>In addition, six monthly and yearly procedures as prescribed in AS/NZS 2293.2 sections 2 or 3 as relevant to the type of system (a single point or central system).</p> | <p>Refer sections 2.1, 2.2 and 2.3 of AS/NZS 2293.2 - six monthly and yearly procedures for central systems (system where a number of emergency exit signs are supplied from a common power source).</p> <p>Refer sections 3.1, 3.2 and 3.3 of AS/NZS 2293.2 - six monthly and yearly procedures for single point systems (system employing only self-contained exit lights).</p> <p>Refer section 3.4 of AS/NZS 2293.2 for battery replacement.</p> |
| (c) Photoluminescent exit signs  | NCC Volume One - clauses E4.5 and E4.8 and Specification E4.8                                   | Check monthly that exit signs are clean, not damaged, have sufficient lighting levels in the vicinity of the sign to facilitate 'charging', and continue to be clearly visible to persons approaching the exit.  |  |
| (d) Identification signage on fire doors and smoke doors; signs on egress doors leading from fire-isolated passageways; signs and audible and visual alarms on sliding fire doors; chevron stripes identifying exits | NCC Volume One - clauses D2.23 and C3.6 (and/or as approved by the <i>relevant authority</i> ). | Check door signage six monthly to ensure signs are not damaged and continue to be clearly visible to persons approaching the doorway or exit.  | <p>Refer to items 3.1(d) and (e) for maintenance of fire and smoke door signage.</p> <p>Refer to item 3.8(e) for maintenance of building occupant warning systems for green flashing luminaires associated with chevron stripes, if applicable.</p>  |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|--|---|--|---|
| (e) Performance solutions – signs –<br><i>Describe the performance solution.</i>                   | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i> |

## 9.4 Emergency lighting

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)            | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|--|---|--|
| (a) Emergency lighting   | NCC Volume One - clause E4.2 and E4.4 and AS 2293.1.   | Check power availability monthly.<br><br>In addition, six monthly, yearly and 10-yearly procedures as prescribed in Appendix A of AS/NZS 2293.2.  | Refer tables A1 to A6 of AS/NZS 2293.2 - six monthly, yearly and 10- yearly procedures for central systems (system where a number of emergency lighting luminaires are supplied from a common power source).<br><br>Refer tables A1, A2, A4 and A6 of AS/NZS 2293.2 - six monthly, yearly and 10-yearly procedures for single point systems (system employing only self-contained exit lights).<br><br>Refer Section 3 of AS/NZS 2293.3 for battery and emergency luminaire and exit sign replacement. |
|  | NCC Volume Two - clause 3.7.2.5 for Class 1b buildings, and clause G1.2 for cool rooms, strongrooms etc. | Check power availability and light functionality monthly. For cool rooms and strongrooms, also check that the associated indicator lamp and the alarm positioned outside the chamber are functioning. |  |

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b> | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>  | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>  | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>   |
|---|---|--|---|
| (b) Performance solutions – emergency lighting – <i>Describe the performance solution</i>                 | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i> |

## 9.5 Fire-fighting services and equipment

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b> | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>                    | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>  | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b> |
|---|---|--|---|
| (a) Fire pumpsets   | Section 6 of AS 2419.1; relevant sections of AS 2118.1; AS 2941; FPAA101D and FPAA101H                                  | 1. As prescribed in AS 1851, sections 1 and 3.<br><br>2. As prescribed in AS 1851 for components from AS 2118 installed in accordance with FPAA101D or FPAA101H. | Refer tables 3.4.1, 3.4.2, 3.4.3 and 3.4.4 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules.             |
| (b) Water storage tanks for fire protection systems.  | NCC Volume One - Part E1, and applicable part of AS 2118 that is relevant, and AS 2419.1.<br><br>SA E1.3 and Table E1.3 | As prescribed in AS 1851, sections 1 and 5.  | Refer tables 5.4.1, 5.4.2, 5.4.3, and 5.4.4 of AS 1851 for monthly, six monthly, yearly and ten yearly service schedules.             |
| (c) Fire hydrant installations, including fire mains and booster assemblies                               | NCC Volume One - clause E1.3; AS 2419.1 and FPAA101H  | As prescribed in AS 1851, sections 1 and 4.  | Refer tables 4.4.1, 4.4.2, 4.4.3 and 4.4.4 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules.             |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|--|--|
| (d) Street hydrants  | NCC Volume One - clause E1.3; and AS 2419.1, clause 2.1.1.                                    | Annual yearly verification of water availability in the street hydrant and/or fire plug and five yearly flow tests to verify performance of the street hydrant and/or fire plug. | <p>Annual inspection and verification of water availability in the street hydrant and/or fire plug is the responsibility of the building owner to confirm that-</p> <ul style="list-style-type: none"> <li>• the street hydrant and/or fire plug has not been removed by the water supply authority and remains available for the fire authority to access in the event of a fire; and</li> <li>• the valves associated with the street hydrant and/or fire plug are fully operational.</li> </ul> <p>The five yearly flow tests are to demonstrate that the water flow/pressure from the street hydrant and/or fire plug meets or exceeds that required at approval are critical to ensuring that adequate protection is available. Since maintaining water flow/pressure from street hydrants is not guaranteed by the water supply authority, the building owner needs to liaise early with the water supply authority to commission the five yearly flow test in order to confirm and record the flow/pressure performance of the street hydrants and/or fire plugs.</p> |
| (e) Fire control centres and rooms   | NCC Volume One - Specification E1.8.  | Annual inspection for ongoing compliance with construction and content requirements.   | Check that any additional installations comply and that the ambient sound level within the fire control centre/room does not exceed the max allowable level when all fire safety equipment is operating.   |
| (f) Fire hose reels  | NCC Volume One - clause E1.4; and AS 2441.  | As prescribed in AS 1851, sections 1 and 9.  | Refer tables 9.4.1 and 9.4.2 of AS 1851 for six monthly and yearly service schedules.  |
| (g) Portable fire extinguishers  | NCC Volume One – clause E1.6, table E1.6; and AS 2444   | As prescribed in AS 1851, sections 1 and 10.   | Refer tables 10.4.1, 10.4.2 and 10.4.3 of AS 1851 for six monthly yearly and five yearly service schedules, which includes checking annually that no additional risks have arisen due to the changed nature or quantity of materials stored, displayed or used in the building.  |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building                    | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|---|---|---|---|
| (h) Fire sprinkler installations  | NCC Volume One – clause E1.5, table E1.5, Specification E1.5, Specification E1.5a, and for atriums clauses G3.4, G3.8 and Specification G3.8, and the relevant parts of either AS 2118.1, AS2118.4, AS 2118.6 or FPAA101D or FPAA101H as applicable.          | <ol style="list-style-type: none"> <li>As prescribed in AS 1851, sections 1 and 2 for systems installed to AS 2118.</li> <li>As prescribed in AS 1851 for components from AS 2118 installed in accordance with FPAA101D or FPAA101H.</li> </ol> <p>Where specialist systems are installed, check the relevant building and occupancy constraints are maintained (refer to (j) below).</p> | <p>For wet pipe systems –<br/>                     Refer tables 2.4.2.1, 2.4.2.2, 2.4.2.3 and 2.4.2.4 of AS 1851 for monthly, six monthly, yearly, five yearly, ten yearly, twenty five yearly and thirty yearly service schedules.</p> <p>For pre-action systems-<br/>                     Refer tables 2.4.5.1, 2.4.5.2, 2.4.5.3 and 2.4.5.4 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules.</p> <p>For dry pipe systems-<br/>                     Refer tables 2.4.3.1, 2.4.3.2, 2.4.3.3 and 2.4.3.4 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules.</p> |
| (i) Special hazards fire-fighting systems and equipment   | NCC Volume One - clause E1.10 of Vol 1 of the NCC or as approved by the <i>relevant authority (This may include various fire extinguishing media and systems in accordance with relevant standards, eg AS 6183 and AS 4214 or other published standards).</i> | For gaseous, aerosol and open nozzle water mist special hazard fire suppression systems - As prescribed in AS 1851, sections 1 and 7 (and section 6 if incorporating electrical detection and control systems).   | <p>Refer tables 7.4.2, 7.4.3, 7.4.4 and 7.4.5 of AS 1851 for monthly, six monthly, yearly, five yearly and ten yearly service schedules for special hazard fire suppression systems.</p> <p>Refer to tables 6.4.1.2, 6.4.1.3 and 6.4.1.4 for monthly, six monthly and yearly service schedules for detection and control parts of special hazard systems if relevant.</p> <p>Refer to section 9.7(b) below for maintenance of associated special hazard detection and alarm systems.</p>  |
| (j) Occupancy hazards in fire compartments with a floor area >2000 m <sup>2</sup> ; or a volume >12000 m <sup>3</sup> | NCC Volume One –clause E1.5 and table E1.5.   | In non-sprinklered compartments, annual inspection to ensure that the occupancy has not changed and become one of excessive fire hazard (as defined in NCC Volume One – table E1.5 and requiring sprinkler protection).   | <p>If the occupancy becomes one of excessive fire hazard, changes must either be made to the occupancy to reduce the fire hazard, or sprinklers installed to address the increased fire risk.</p> <p>Refer to the note 3 of table E1.5 of Volume One of the NCC for examples of hazardous processes, storage and goods.</p>   |



| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b>      | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>  | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>  | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>   |
|--|---|--|---|
| (k) Performance solutions – fire-fighting services and equipment –<br><i>Describe the performance solution</i> | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i> |

## 9.6 Fire and smoke control features of mechanical services

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b> | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>             | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b> | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>             |
|---|--|---|---|
| (a) Essential fans and fan motors   | AS/NZS 1668.1 and AS 1668.2.   | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.1.2 and 13.4.1.3 of AS 1851 for three monthly and yearly service schedules for fans and motors.                                 |
| (b) Smoke detectors for smoke control systems   | NCC Volume One - Clause E2.2, Specification E2.2a; and AS/NZS 1668.1 or AS 1670.1 as applicable.                 | As prescribed in AS 1851, sections 1 and 6.   | Refer tables 6.4.2.2 and 6.4.2.3 of AS 1851 for six monthly and yearly service schedules for smoke alarms and heat alarms.                        |
| (c) Fire mode operation-  |  |   |   |
| (i) System changeover in fire mode condition  | NCC Volume One - clause E2.2; or AS/NZS 1668.1 as applicable (or as approved by the <i>relevant authority</i> ). | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.2.4 and 13.4.2.5 of AS 1851 for three monthly and yearly routine service schedules for system changeover under fire condition.  |
| (ii) Fire shut down of equipment  | NCC Volume One - clause E2.2; or AS/NZS 1668.1 as applicable   | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.2.8 of AS 1851 for yearly test and records schedule for fire and smoke control features of mechanical services system shutdown. |
| (iii) Control of supply and/or return air fans or equipment   | AS/NZS 1668.1 (or as approved by the <i>relevant authority</i> ).  | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.1.2 and 13.4.1.3 of AS 1851 for monthly and yearly routine service schedules for fans and motors.                               |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building  | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)      | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|---|--|---|--|
| (iv) Fire mode operation of air dampers for outside air, recycle air, relief air, and zone control dampers for supply and return air (including motorised fire and/or smoke and combination dampers). | The relevant AS/NZS 1668.1 (or as approved by the <i>relevant authority</i> ).                     | As prescribed in AS 1851, sections 1 and 13.  |  |
| (v) Fire dampers – mechanical and intumescent.  | AS 1682 and AS/NZS 1668.1  | As prescribed in AS 1851, sections 1 and 13.  | Refer table 13.4.1.4 of AS 1851 for yearly service schedule for fire dampers.  |
| (d) Smoke hazard management-  |  |   |  |
| (i) Automatic air pressurisation for fire-isolated exits and fire-isolated lift shafts.   | NCC Volume One - table E2.2a and AS/NZS 1668.1 (or as approved by the <i>relevant authority</i> ). | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.2.2 and 13.4.2.3 of AS 1851 for three monthly and yearly tests and records schedule for fire isolated exit pressurisation systems.   |
| (ii) Smoke exhaust  | AS/NZS 1668.1 (or as approved by the <i>relevant authority</i> ).                                  | As prescribed in AS 1851, sections 1 and 13.  | Refer tables 13.4.2.6, 3.4.2.7 and 13.4.3.4 of AS 1851 for three monthly and yearly tests and records schedule for fire and smoke control features of mechanical services for smoke exhaust systems. |
| (iii) Smoke curtains, baffles or bulkheads (including concealed voids).   | NCC Volume One – Specification E2.2b or as approved by the <i>relevant authority</i>               | As prescribed in AS 1851, sections 1 and 13.<br><br>Annually check curtains and baffles and bulkheads forming smoke reservoirs for damage or deterioration that could compromise its integrity. | Refer tables 13.4.1.11 and 13.4.1.12 of AS 1851 for six monthly and yearly routines for fire curtains and smoke curtains and table 13.4.3.4 for yearly check of smoke reservoirs.                    |
| (iv) Smoke and heat vents   | NCC Volume One - Specification E2.2c and AS 2665   | As prescribed in AS 1851, sections 1 and 13 and check activation.   | Refer tables 13.4.1.9 and 13.4.1.10 of AS 1851 for six monthly and yearly service schedules for automatic smoke and heat vents. Check activation by smoke detection system.                          |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building                                 | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|--|---|--|---|
| (v) Smoke dampers  | AS 1682 and AS/NZS 1688.1   | As prescribed in AS 1851, sections 1 and 13.   | Refer tables 13.4.1.4 of AS 1851 for yearly service schedule for smoke dampers and table 13.4.2.9 for yearly test and records schedule for fire and smoke control features of mechanical services smoke dampers.  |
| (vi) Natural openings (such as windows, doors, panels or the like - applicable only to buildings approved prior to 1 January 1995) | Openings identified and approved by the <i>relevant authority</i> as part of a smoke management system.   | Annual inspection for deterioration or damage to ensure they are readily openable and continue to comply with any approval conditions, eg key availability.          |   |
| (vii) Make up air provisions, including louvres and automatic doors  | NCC Volume One – Specification E2.2b (or as approved by the <i>relevant authority</i> ).  | As prescribed in AS 1851, sections 1 and 13.   | Refer tables 13.4.1.18 and 13.4.1.19 of AS 1851 for six monthly and yearly routine service schedules for outdoor air intakes.   |
| (viii) Provision for special hazards   | NCC Volume One – clause E2.3  | Check annually for any changes to the type or quantity of materials stored, displayed or used in the building.   | Additional smoke hazard management measures may be necessary due to changes to the type or quantity of materials stored, displayed or used in the building.   |
| (e) Kitchen exhaust systems, including grease filters  | NCC Volume One – clause F4.12, AS/NZS 1668.1 and AS 1668.2.   | As prescribed in AS 1851, sections 1 and 13.   | Refer tables 13.4.1.16 and 13.4.1.17 of AS 1851 for monthly and yearly routine service schedules for kitchen exhaust systems and 13.4.1.2 and 13.4.1.3 for three monthly and yearly routines for associated fans and motors.  |
| (f) Electric duct heaters  | AS/NZS 1668.1   | As prescribed in AS 1851, sections 1 and 13.   | Refer table 13.4.1.15 of AS 1851 for yearly routine service schedule for electric duct heaters – duct or unit mounted.  |
| (g) Performance solutions – fire and smoke control features of mechanical services – <i>Describe the performance solution</i>      | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i> |

## 9.7 Microbial and contamination control

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building   | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)  |
|--|---|---|---|
| (a) Microbial control in hot water, warm water and cooling water systems such as cooling towers, and the components of evaporative air-cooling equipment | NCC Volume One – clause F2.7, AS 1668.2 and AS/NZS 3666.1   | Maintenance for microbial control is required under other State legislation, ie the <i>SA Public Health Act 2011</i> and the SA Public Health (Legionella) Regulations 2013.  | Refer to the SA Public Health (Legionella) Regulations 2013 for the maintenance requirements for microbial control in hot water, warm water and cooling systems.  |
| (b) Automatic monitoring of atmosphere contaminants for car-parks and other vehicle enclosures   | AS 1668.2   | Three monthly inspections to monitor atmospheric contaminants (ie carbon monoxide), recalibrate sensor and check operation of system. Replace sensor interference filter annually.<br><br>Keep records in accordance with AS 1668.2, Appendix M |   |
| (c) Performance solutions – microbial and contamination control –<br><i>Describe the performance solution.</i>   | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i>  | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3.</i> |

## 9.8 Automatic fire detection and alarm systems

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building                | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs                                      | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)    |
|---|---|---|---|
| (a) Self contained smoke and heat alarms  | NCC Volume One - Specification E2.2a and AS 3786<br><br>NCC Volume Two – clauses 3.7.5.2, 3.7.5.4 and 3.7.5.5, and AS 3786 for Class 1b buildings | As prescribed in AS 1851, sections 1 and 6.   | Refer tables 6.4.2.2 and 6.4.2.3 of AS 1851 for six monthly and yearly service schedules for smoke alarms and heat alarms.        |
| (b) Fire detection and alarm systems  | NCC Volume One - clause E2.2 and Specification E2.2a and AS 1670.1; Specification E1.5a; G3.8 and Specification G3.8 for atriums                  | As prescribed in AS 1851, sections 1 and 6.   | Refer tables 6.4.1.2, 6.4.1.3, 6.4.1.4 and 6.4.1.5 of AS 1851 for monthly, six monthly, yearly and five yearly service schedules. |
| (c) Interconnected smoke alarms for occupant warning systems and emergency light actuation for Class 1b buildings | NCC Volume One - Specification E2.2a and AS 3786<br><br>NCC Volume Two clauses 3.7.5.2, 3.7.5.4 and 3.7.5.5, and AS 3786 for Class 1b buildings.  | As prescribed in AS 1851, sections 1 and 6 and for Class 1b buildings, check activation of lighting by smoke alarm. | Refer tables 6.4.2.2 and 6.4.2.3 of AS 1851 for six monthly and yearly service schedules for smoke alarms and heat alarms.        |

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building   | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|---|--|
| (d) (i) Building occupant warning systems<br><br>(ii) Automatic fire alarm monitoring system   | NCC Volume One - Specifications E1.5, E1.5a and E2.2a and AS 1670.1 and AS 1670.3             | <p>As prescribed in AS 1851, sections 1 and 6.</p> <p>Annual inspection and verification of the ongoing active connection to a fire alarm monitoring system that is connected to a fire station or fire station dispatch centre.</p> <p>The building owner is responsible for ensuring the occupant warning system is continuously connected to a fire station or fire station dispatch centre and that there is no deliberate interruption to the monitoring service.</p> <p>Where a property transfer occurs, the new building owner is responsible for ensuring the continuous connection to a fire station or fire station dispatch centre.</p> | <p>Refer tables 6.4.3.1, 6.4.3.2 and 6.4.3.3 of AS 1851 for monthly, yearly and five yearly service schedules for emergency warning systems</p> <p>The building owner is responsible for ensuring the occupant warning system is continuously connected to an alarm monitoring system connected to a fire station or fire station dispatch centre and that there is no deliberate interruption to the monitoring system. Where a property transfer occurs, the new building owner is responsible for ensuring the continuous connection of the fire alarm monitoring system to the fire station or fire station dispatch centre.</p> <p>Deliberate interruption to the monitoring system, includes (but is not limited to) failing to ensure continuous engagement with an appropriate telecommunications provider (as nominated by the fire station or fire station dispatch centre) and/or isolating or tampering with the installed fire detection control and indicating equipment (FDCIE) and/or disabling or removing smoke or fire detection equipment.</p> |
| (e) Sound systems and intercom systems for emergency purposes, including (where applicable) break glass devices, flashing strobe luminaires, green flashing exit identification luminaires, recorded and visual messages | NCC Volume One - clause E4.9 and AS 1670.4  | As prescribed in AS 1851, sections 1 and 6.   | <p>Refer tables 6.4.3.1, 6.4.3.2 and 6.4.3.3 of AS 1851 for monthly, yearly and five yearly service schedules for emergency warning systems and table 6.4.4.1 of AS 1851 for yearly service schedule of emergency sound and intercom system.</p> <p>Note – refer to 9.3(d) above for chevron striping on exit doors associated with green flashing luminaires if applicable.</p>   |

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b>   | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>                                     | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>   | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>  |
|---|--|---|--|
| (f) Performance solutions – automatic fire detection and alarm systems – Describe the performance solution. | List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1. | List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2. | Appendix A of this standard contains for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3. |

## 9.9 Lifts

Note that general maintenance of lifts is not covered under this standard as it is regulated under other State legislation and is required as part of the registration of lifts under the *Work Health and Safety (WHS) Regulations 2012 (SA)*

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b>  | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>                                     | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>   | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>  |
|--|--|---|--|
| (a) Lifts providing a stretcher facility   | NCC Volume One - Part E3   | Annual inspection to check stretcher facility is available.   |  |
| (b) Operation of lifts by fire services in event of an emergency   | NCC Volume One - Part E3 and Specification E3.9  | Annual inspection to check activation and operation.  |  |
| (c) Fire service controls in lifts (buildings over 12m in effective height)  | NCC Volume One - Part E3 and Specification E3.1  | Annual inspection to check activation and operation of fire service controls  |  |
| (d) Performance solutions – emergency lifts/vertical transportation (including floor by-pass and other fire mode controls) – Describe the performance solution | List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1. | List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2. | Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved installation standards or construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance routines listed in Column 3. |

## 9.10 Emergency power supply

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs   | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|--|--|
| (a) Emergency and stand-by power systems   | NCC Volume One - Item 6 of Specification G3.8 and E3.4(d) as applicable.                      | <p>Maintenance and testing shall extend to both the diesel/gas generating power unit and the alternating unit, including switching equipment, based on the following as a minimum.</p> <p><b>Monthly-</b> Inspect and test batteries for specific gravity, fluid levels, voltage and charging. Inspect coolant and fuel availability.</p> <p>Run driver unit for 30 mins under no load capacity, with assessment of speed governor operation, excess vibration and heat. Inspect after operation. Check alternator and electrical connections.</p> <p><b>Annually-</b> Inspect and test as per monthly routine above and inspect/test/replace (as appropriate) oil, oil filters, air filters and coolant.</p> <p>Inspect crankcase breathers, condensate traps and exhaust system. Test fuel supply quality and check spare fuel drum capacity.</p> <p>In lieu of running the driver unit under no load as per monthly routines, simulate power failure and run system for not less than 2hrs at</p> | <p>Maintenance of specific standby power supply systems should be carried out in accordance with the manufacturer's recommendations for the particular type of system and with consideration to the critical nature of the system. The frequency of maintenance routines and the test loading may need to increase accordingly.</p> <p>Monthly testing of the driver unit should be undertaken under part load for installations deemed to be of a more critical nature. The driver unit should not be run for more than 30 mins under no load as it this can cause glazing of the bores.</p> <p>Particular attention should be given to the battery condition, quality of fuel stored on site, functionality of automatic changeover systems and periodic load testing to confirm output capacity and prevent glazing of the bores.</p> <p>Emergency stand-by power systems for hospital sites may also require more frequent testing under increased loads due to their additional operational requirements.</p> <p>Further guidance on maintenance of standby power systems may be obtained from the following documents-</p> <p>Appendix B of Australian Standard AS/NZS 3009 (for emergency power supplies in hospitals).</p> <p>National Fire Protection Agency (NFPA)110</p> <p>Institute of Electrical and Electronics Engineers Standard 446.</p> <p>Factory Mutual Data Sheets 5-20 and 5-23</p> |



| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)   | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)   |
|--|---|---|--|
|  |   | <p>full load to verify required system operation and check operation of transfer switching.</p> <p>Record results of all tests completed on instrument readings, phase current/voltage, time run, test date, defects identified, repaired or replaced and the name of the person who carried out the test and/or maintenance.</p> |  |
| (b) Performance solutions – emergency power supply –<br><i>Describe the performance solution.</i>  | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i>  | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved construction practices listed in Column 2 will establish the baseline data to be maintained by using the maintenance standards listed in Column 3.</i> |

### 9.11 Interconnections - fire safety systems

| COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building | COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained) | COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs  | COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail) |
|--|---|---|--|
| (a) All fire and safety systems  | As approved by the <i>relevant authority</i> (this may include hot smoke tests etc)           | Annual test of interconnection of all fire and safety systems for correct operation under automatic alarm (not simulation). | Figure 1.12 in AS 1851 provides an example of a typical systems interface diagram. Refer clause 1.12 of AS 1851 for guidance.  |

## 9.12 Access for fire appliances

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b> | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>  | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>  | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>  |
|---|---|--|--|
| (a) Vehicular access for fire appliances  | NCC Volume One - clause C2.4  | Annual inspection to ensure unobstructed access to buildings and fire-fighting facilities is maintained  |  |
| (b) Performance solutions – Access for fire appliances – Describe the performance solution                | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved construction practices listed in <b>Column 2</b> will establish the baseline data to be maintained by using the maintenance standards listed in <b>Column 3</b>.</i> |

## 9.13 Clearances for large isolated buildings

| <b>COLUMN 1 – List of essential safety provisions (ESPs) installed or to be installed in the building</b> | <b>COLUMN 2 - Applicable ESP installation standards (or existing baseline data to be maintained)</b>  | <b>COLUMN 3 – Standards or other requirements for maintenance and testing of ESPs</b>  | <b>COLUMN 4 – Informative (provided for guidance only – refer to standards or other requirements in Column 3 for specific detail)</b>  |
|---|---|--|--|
| (a) Clearances for large isolated buildings   | NCC Volume One - clause C2.3  | Annual inspection to ensure ongoing compliance of open space and vehicular access provisions.  |  |
| (b) Performance solutions – clearances for large isolated buildings                                       | <i>List the installation standards or construction practices that are integral to achieving the performance solution described in Column 1.</i> | <i>List the maintenance and testing routines or special requirements that must be followed to ensure ongoing performance of the installation listed in Column 2.</i> | <i>Appendix A of this standard contains information for practitioners and building owners about performance solutions. Approved construction practices listed in <b>Column 2</b> will establish the baseline data to be maintained by using the maintenance standards listed in <b>Column 3</b>.</i> |

## APPENDIX A – PERFORMANCE SOLUTIONS

### A1 Schedule considerations

Where an approved performance solution relies on the inclusion/installation of safety provisions to achieve the required performance, those safety provisions will be deemed ‘*essential safety provisions*’ (*ESPs*) required by the performance solution and the *relevant authority* must nominate them and the nature of inspection and/or test and frequency required to be undertaken to maintain their approved performance on the **Form 1 - Schedule of ESPs** issued with the *building consent*.

Whilst the maintenance requirements may be the same as those nominated for deemed-to-satisfy installations in **section 9.0** of this standard, they should still be identified as a performance solution on the **Form 1 - Schedule of ESPs**. In all cases, the maintenance levels and criteria must be appropriate to maintain the safety performance and reliability of *ESPs*. Any changes to a scheduled frequency, a nominated task or a particular maintenance routine necessary to achieve such reliability need to be specified and documented on both the **Form 1** and the **Form 3**.

For a performance solution, the *relevant authority* may require the frequency of inspections and/or tests to be varied in accordance with any performance solution requirements in order for them to achieve the required ongoing performance. The **Form 3** routines may need to include an annual check that no changes have occurred that alter any approved design criteria annual or assumptions on which the performance solution was based, which might adversely affect the ongoing fire safety performance of the building. Such design criteria may include-

- the function or use of the building
- occupant profile and characteristics
- fire load
- potential fire intensity
- fire hazards
- fire safety systems installed in the building

Other features that may have formed an integral part of an agreed performance solution, which also need to be considered when developing a schedule of *essential safety provisions* include-

- Evacuation plans and drills, including arrangements for managing people with disabilities
- Management and staff training in emergency procedures
- Restricted fire load areas (process or storage)
- Limited or specific occupancy areas/functions
- Secure or controlled areas
- Safe refuge areas
- Revisions to conventional or prescribed construction or services installations
- Alternative or innovative systems/services installed as a performance solution
- Other codes and standards (including international) on which the performance approved design was based requiring specialised design parameters for building and occupancy

The above list has been included for guidance to relevant authorities preparing a **Form 1 - Schedule of ESPs** for a building that is subject to a performance assessment (in whole or in part). Specific maintenance requirements for items that are essential to a performance solution may also have been listed in a fire engineer’s report and these will need to be identified in the schedule.

Consideration also needs to be given to non-essential services or systems that may become essential when relied upon in a performance solution. For example, if approval is given to use a public address system for early warning of occupants in an emergency, that address system becomes an *ESP* that needs to be listed and maintained. The testing frequency for the address system should also take into account regular checking that occurs through daily operation of the system.

## APPENDIX B – EXISTING BUILDINGS

### B1 Change in classification of an existing building

B1.1 Where a building owner applies for a change in classification of an existing building, a new **Form 1 - Schedule of ESPs** must be issued in accordance with regulation 94(4) of the *regulations*. This applies whether or not any building work is being carried out at the time. The new **Form 1** must list all the *ESPs* in the building, whether they are proposed or existing and this **Form 1 - Schedule of ESPs** will then supersede any other **Form 1** schedule or Part 59 Logbook previously issued under former regulations under the *Building Act 1971*.

When a new **Form 1 - Schedule of ESPs** is being issued for an existing building, the existing **Form 1** (or its equivalent, eg a Part 59 Logbook) should be sourced if possible from the building owner or the *relevant authority* in order to identify any existing *ESPs*, previous maintenance requirements and performance solutions that need to be listed in the new schedule.

If no new *ESPs* are being installed or existing ones altered, the baseline data for each *ESP* should be listed in the appropriate column on **Forms 1, 2 and 3** (baseline data can be obtained from the original installation standards or from the building's maintenance records).

B1.2 Once a new schedule of *ESPs* has been issued for an existing building, the building owner must-

- (a) Ensure that a **Form 2 – ESP Compliance certificate** is obtained from the installer and submitted to *council* for any new or significantly changed *ESPs* installed in the building in accordance with the *regulations* 94(7) and r103(2)(b) of the *regulations*; and
- (b) maintain all *ESPs* listed in the **Form 1 - Schedule of ESPs** in accordance with requirements listed on the **Form 1**; and
- (c) unless exempted by regulation 94(12) of the *regulations*, submit adequate annual proof to the *council* that maintenance and testing of all *ESPs* in the building have been carried out and they are achieving the required performance (**Form 3 - ESP Performance verification**).

### B2. Alterations and/or additions to an existing building

B2.1 Where a *building consent* is being sought for development work that involves extensive alterations and/or additions to an existing building for which either-

- a logbook was required to be kept and maintained pursuant to Part 59 of the repealed Building Regulations 1973; or
- a schedule of *ESPs* was issued pursuant to regulation 32 of the repealed Building Regulations 1991; or
- an **Form 1** schedule of *ESPs* was issued pursuant to regulation 76(4) of Development Regulations 1993 or 2008 prior to adoption of the 2015 edition of Minister's Specification SA 76; and
- the proposed work involves any new or substantially altered *ESPs* ,

the applicable baseline data for existing *ESPs* should be identified and a new **Form 1 - Schedule of ESPs** issued covering all *ESPs* in the building and consolidating all maintenance requirements into the one schedule.

It should be noted that the installation standards for existing *ESPs* may differ from those established by the installation standards listed in column 2 of the SCHEDULE OPTIONS in **section 9.0** of this standard. However, maintenance in accordance with the standards listed in **column 3** can still be used for existing *ESPs* once the relevant baseline data has been identified by the building owner.

**B2.2** For minor alterations to *ESPs*, eg where the work only involves adjustments to existing items, it may not be necessary to issue a new **Form 1 - Schedule of ESPs**, however, a **Form 2 – ESP Compliance Certificate** will still need to be issued by the installer and submitted to *council* in relation to those items.

A new **Form 1 - Schedule of ESPs** needs to be issued when there is an addition to a building that includes *ESPs*, when additional or new *ESP* items are required in an existing building, or when maintenance routines are being changed to take advantage of upgraded maintenance standards.

Ideally a new **Form 1 - Schedule of ESPs** for a building should be issued in its entirety, however, in cases where there are only a few additional *ESPs* (already listed in an existing **Form 1**) or there is a new item (not previously listed) being added to the schedule, a **Form 1 - Schedule of ESPs** could be issued as a supplement to an existing schedule, provided it is clearly marked as such.

When a new **Form 1** and new **Form 3** are issued by the *relevant authority*, they must include all new **and existing** *ESPs* in the building. If a **Form 2** is to be completed for new or altered *ESPs* that need to be certified once installed, the existing *ESPs* can be listed as 'existing'.

The **Form 1 - Schedule of ESPs** should, if possible, identify and include -

- (a) all *ESPs* provided in or required to be provided in the entire building;
- (b) the approved or applicable installation standards or construction practices for those *ESPs*; and
- (c) the nature of inspection and testing (maintenance routines) to be undertaken in order to achieve ongoing performance of those *ESPs* (ie the performance levels established by the installation standards).

**B2.3** Once the new **Form 1 - Schedule of ESPs** has been issued, the owner of the building must-

- (a) ensure that a **Form 2 – ESP Compliance Certificate** is provided to the *relevant authority* (either the *council* or the building certifier who issued *building consent*) for any new or significantly changed *ESPs* - refer to *regulations 94(7)* and *103 (1)(b)* of the *regulations*;
- (b) Ensure that all new and existing *ESPs* included in the new **Form 1 - Schedule of ESPs** are maintained and tested in accordance with requirements listed on that schedule; and
- (c) unless exempted by regulation 94(12), provide adequate annual proof to the *council* that maintenance and testing of all *ESPs* listed in the new schedule has been carried out, including the listing of any current ongoing or outstanding defects or failures, and they are or are not achieving the required performance (**Form 3 - ESP Performance verification**).

### **B3 Optional maintenance procedures for existing buildings**

- B3.1 Where no building work is proposed and no change of classification is being sought, the owner of any building for which maintenance was required under any former *regulations* under the *Building Act 1971* or the *Development Act 1993*-
- (a) must continue to undertake maintenance and testing of each *ESPs* as required to ensure that each *ESP* in the building is continuing to perform at least to the standard that was required when the *ESP* was installed; and
  - (b) may apply to a *relevant authority* or *council* for a new **Form 1 - Schedule of ESPs** to be issued pursuant to regulation 94(4) in order to change any previously agreed maintenance and testing routines for *ESPs* in the building to new routines that will still achieve the required performance.
- B3.2 Where a new schedule is sought and subsequently issued for an existing building, the building owner must-
- (a) ensure that all new and existing *ESPs* included in the new **Form 1 - Schedule of ESPs** are maintained and tested in accordance with requirements listed on that schedule; and
  - (b) unless exempted by regulation 94(12), provide adequate annual proof to the *council* that maintenance and testing of all *ESPs* listed in the new schedule have been carried out, including the listing of any current ongoing or outstanding critical defects, non-critical defects or non-conformances (as defined in AS 1851), and they are or are not achieving the required performance (**Form 3- ESP Performance verification**).

## APPENDIX C – MAINTENANCE RECORDS

### C1 Routine service records and condition reports

Systematic records are required to be kept of all maintenance procedures carried out in a building in order to ensure that every prescribed fire safety element has been identified, inspected and, where appropriate, any defects have or have not been remedied.

Service records are required to be kept of any maintenance and testing of *ESPs* undertaken in accordance with AS 1851. To adequately indicate ongoing compliance with this standard, the performance benchmarks that are to be assessed when undertaking maintenance need to be permanently recorded and be readily available at the premises. Critical defects (as defined in AS 1851) identified during maintenance procedures must be reported in writing to the building owner or their agent within 24 hours of being identified, and non-critical defects and non-conformances (as defined in AS 1851) are to be reported within one week of being identified.

**Records** kept must indicate the pass/fail criteria and may be in the form of a hard copy logbook, electronic log, or tags and labels with hard copy summary records (records in accordance with AS 1851 satisfy this requirement). On-site records must also, where possible, incorporate any relevant baseline data that establishes benchmarks of construction, a system or equipment. This should include but is not limited to-

- baseline data information
- Layout Plans for each fire safety item required to be maintained, eg portable fire extinguishers, fire hose reels, smoke spill fans etc; and
- a maintenance log sheet (or sheets), which the person or contractor responsible for carrying out the maintenance and testing completes to identify what maintenance and testing has been carried out for an *ESP* and referencing the relevant completed service record (as per AS 1851 or AS/NZS 2293.2), if provided at the time.

**Layout Plans** should be clear, simple, diagrammatic plans that identify the fire safety items to be inspected and maintained. It is recommended that Layout Plans-

- be A4 or A3 size scaled (or non-scaled but proportioned) sketch plans of each floor of the building, or part floor plans showing separate segregated areas or zones as appropriate;
- include separate plans for each different type of fire safety item, eg portable fire extinguishers, fire hose reels, smoke spill fans etc;
- use consistent, recognised symbols on plans that indicate the location and type of fire safety item; and
- allocate an identification number/code to each fire safety item that can also be used on service records to identify a particular item and its location. In multi-storeyed buildings the identification code should therefore also indicate on what floor the item is located.

Under AS 1851 and AS/NZS 2293.2 the provision of an operating and maintenance manual for each emergency lighting installation is required that contains relevant maintenance data, together with either 'as-installed' plans showing location of all emergency lighting equipment, or a detailed schedule listing the required information.

**Note (a)** - Fire sprinkler heads need not be specifically shown on Layout Plans, as the sprinkler standards require identification of sprinklered areas and their design hazard to be included at the control valve (for AS 2118.1 systems), and at the system control valve assembly and at the booster assembly (FPAA101H).

**Note (b)** - AS 1670 fire detection systems need not specifically be shown on Layout Plans as the documentation required at the fire indicator panel includes block plans that show the location and identification number of equipment installed.

**Service records** - Hard copies of all maintenance and service records carried out in accordance with this standard, including summary sheets for items that are tagged or labelled, should be kept in a single on-site maintenance service record.

Service record sheets prepared and kept in on-site records for essential safety items being maintained in accordance with AS 1851 or AS/NZS 2293.2 must contain the following information and this information can also be used to form the basis of maintenance record sheets prepared for essential safety items not covered by those standards-

- identification and location of the building;
- the date and frequency of the maintenance/service routine undertaken;
- the *ESP* serviced and/or checked and its location;
- the maintenance routine performed and its 'pass' or 'fail' status;
- details of any non-conformance or defect, including its classification, location and any rectification completed;
- the name of the building owner or person responsible for maintaining the *ESP*; and
- the name of the person who carried out the maintenance.

**Yearly condition reports**, which summarise the service records for the year's maintenance activities, are also required to be provided by maintenance service providers to building owners each year. Yearly condition reports must contain information that includes details of all outstanding critical defects, non-critical defects and non-conformances (as defined in AS 1851) and the building owner must be notified if any fire system or equipment is no longer operational due to outstanding defects.

Building owners should note that under regulation 94(9) it is an offence to use or permit the use of a building in which maintenance and testing of *ESPs* as required by regulation 94 has not been carried out. An expiation fee can be applied to the building owner and/or the occupant (including a tenant) where they are deemed to have been negligent by not maintaining the operation of fire safety systems or components.

## C2 Baseline data information

Baseline data determines the performance benchmarks that fire safety systems must achieve if they are to perform as required by a development authorisation. Baseline data for all fire safety systems should be recorded in the maintenance records and be readily available at the premises for checking by maintenance contractors and/or a *relevant authority*.

Where baseline data is not available it should be re-established as it may be required to verify the result of a routine service activity required by an applicable service schedule and to determine the performance benchmarks that must be maintained.

Note, the extent of baseline data required to be provided or re-established (if absent) is limited as per Clause 1.8 of AS 1851 to that—

- (a) necessary to verify a routine service activity result; and
- (b) prescribed by the *regulations*, codes or Standards that applied to the approved design for the essential safety provision.

Baseline data that does not meet these requirements is not required to be provided or re-established as it is not necessary for maintenance and testing or was not required by the approved design.



## APPENDIX D – REFERENCED DOCUMENTS

### D1 Standards applicable at installation

A reference to an Australian Standard under the heading **Applicable ESP installation standards (or baseline data)** in section 9.0 SCHEDULE OPTIONS is a reference to a deemed-to-satisfy Australian Standard that is or was current at the date a valid application for *building consent* was made for those items (as listed in the National Construction Code).

### D2 Schedule of referenced Australian Standards and other documents

The following standards are referenced in **Column 3** of table 9.0 SCHEDULE OPTIONS of this standard for the maintenance and testing of *essential safety provisions* (ESPs).

| Number             | Title   |
|--------------------|---|
| AS 1668.2- 2012    | The use of ventilation and air-conditioning in buildings.<br>Part 2 - Mechanical ventilation in buildings |
| AS 1851-2012       | Routine service of fire protection systems and equipment  |
| AS 2118            | The relevant applicable sprinkler standard as identified in the building consent documentation            |
| AS/NZS 2293.2:2018 | Emergency lighting and exit signs for buildings.<br>Part 2 – Routine service and maintenance              |
| AS/NZS 3666.1      | Air-handling and water systems of buildings – Microbial control – Design, installation and commissioning  |
| AS/NZS 3009        | Electrical installations – Emergency power in hospitals   |
| FPAA101D           | Automatic Fire Sprinkler System Design and Installation – Drinking Water Supply                           |
| FPAA101H           | Automatic Fire Sprinkler System Design and Installation – Drinking Water Supply                           |
|                    | South Australian Public Health Act 2011   |
|                    | South Australian Public Health (Legionella) Regulations 2013  |