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## MP 6.1 – COMMISSIONING AND MAINTENANCE OF FIRE SAFETY INSTALLATIONS

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### Index

Purpose.....	2
Commencement.....	2
Requirements of Building Fire Safety Regulation 2008 .....	2
Application .....	2
Referral agency.....	3
Compliance with QDC.....	3
Associated requirements.....	3
Referenced standards.....	3
Definitions .....	4
Maintenance of fire safety installations .....	7
Commissioning and maintenance of water-based fire safety installations .....	8
Schedule 1 – Maintenance requirements for passive fire safety installations .....	10
Schedule 2 – Occupier’s Statement.....	11

## Purpose

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

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

## Commencement

This version of MP 6.1 commences on 6 August 2012 and replaces the version of MP 6.1 published on 28 November 2011.

## Requirements of Building Fire Safety Regulation 2008

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

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

## Application

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

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

Commissioning	Water Based Fire safety installation	P3 - P5	N/A
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**Note:**

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

**Referral Agency**

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

**Compliance with the QDC**

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

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

**Associated Requirements**

The following legislation is applicable when applying this part:

- *Building Act 1975*
- National Construction Code (including Building Code of Australia and Plumbing Code of Australia)
- *Building Fire Safety Regulation 2008*
- *Building Regulation 2006*
- *Fire and Rescue Service Act 1990*
- *Queensland Building Services Authority Act 1991*
- *Queensland Development Code (QDC)*
- *Sustainable Planning Regulation 2009*

**Referenced Standards**

Standard No	Date	Title
AS 1851	2005	Maintenance of fire protection systems and equipment (amendment 1)
AS/NZS 2293.2	1995	Emergency evacuation lighting for buildings – inspection and maintenance (amendment 1)
AS/NZS 2419.1	2005	Fire hydrant installations – Part 1 system design, installation and commissioning

AS 2118.1	1999	Automatic fire sprinkler systems – General requirements
AS 2118.4	1995	Automatic fire sprinkler systems – Residential
AS 2118.6	1995	Automatic fire sprinkler systems – Combined sprinkler and hydrant

## Definitions

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

**Acceptable solution** means a relevant *building solution* which is *deemed to satisfy* the relevant *performance criterion* for the purposes of section 14 (4) (a) (ii) of the *Building Act 1975*.

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

- (a) if the relevant performance requirements are under the *NCC*—a *building solution* under the *NCC* that complies with the *deemed-to-satisfy provisions* under the *NCC* for the performance requirements; or
- (b) if the relevant performance requirements are under the *QDC* – an *acceptable solution* under the *QDC* for the performance requirements; or
- (c) if the relevant solution was made prior to the introduction of the *BCA 1996* – the variation approved by the chief executive under the *Building Act 1975*.

**Applicable standard** means:

- (a) any *relevant standard*; or
- (b) where there is no *relevant standard*; either
  - (i) manufacturer’s instructions; or
  - (ii) the directions of an *appropriately qualified person*.

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

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

**Building** has the meaning given by the *Building Act 1975*.

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

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

**Building** has the meaning given by the *Building Act 1975*.

**Certificate of classification** for a building or structure, is a certificate about its *NCC* classification, given under the *Building Act 1975*.

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

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

- (a) any relevant Australian Standards; and

- (b) manufacturer's instructions where there is no relevant Australian Standard.

**Critical defect** means a defect in a *prescribed fire safety installation* for a building where:

- (a) the defect is likely to render the installation inoperable; and  
(b) the defect is reasonably likely to have a significant adverse impact on the safety of occupants of part or all of the building if a fire or hazardous material emergency happens.

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

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

**Fire safety installation** has the meaning given in the *Building Act 1975* and further includes measures taken under Part E2.3 of the *NCC* Vol. 1

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

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

- (a) any relevant Australian Standards; and  
(b) manufacturer's instructions where there is no relevant Australian Standard.

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

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

**Passive fire safety installation** means the passive fire and smoke containment systems listed in section 17 of AS 1851-2005 including solid core doors prescribed under the *NCC*.

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

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

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

**QDC** means Queensland Development Code.

**Record** means -

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

**Relevant form** means the form called 'Fire hydrant and sprinkler system commissioning and periodic test—form 70', issued by the department.

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

**Relevant standard** means an Australian Standard applicable to the *fire safety installation* on the day the *Certificate of Classification* for the *building* was issued.

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

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

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

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

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

## Maintenance of fire safety installations

### Testing and maintenance

- P1** *Prescribed fire safety installations for a building are maintained by appropriately qualified persons at intervals that are adequate to ensure the building's fire safety installations perform to a standard no less than that which they were originally required to meet*
- A1**
- (1) For all *buildings*, maintenance of:
    - (a) *prescribed fire safety installations*, other than *passive fire safety installations*, fire blankets and emergency lighting, complies with AS1851:2005; and
    - (b) *prescribed passive fire safety installations* complies with Schedule 1; and
    - (c) emergency lighting complies with AS/NZS 2293.2:1995; and
    - (d) *prescribed fire safety installations required* as part of an *alternative solution* that specify *maintenance* criteria that are inconsistent with A1(1)(a),(b) or (c) complies with the *alternative solution* to the extent of any inconsistency.
- or
- (2) For buildings approved prior to the commencement of AS 1851:2005 or AS/NZS 2293.2:1995 as applicable, *maintenance* of:
    - (a) *prescribed fire safety installations* complies with a relevant Australian Standard applicable on the day the building was approved; or
    - (b) *prescribed fire safety installations*, where there is no relevant Australian Standard, complies with the manufacturer's instructions or the directions of an *appropriately qualified person*; and
    - (c) *prescribed fire safety installations required* as part of an *alternative solution* that specify *maintenance* criteria that are inconsistent with A1(2)(a) or (b) complies with the *alternative solution* to the extent of any inconsistency.

**Note:**

The commencement date for AS 1851:2005 is 12 September 2005 and for AS/NZS 2293.2:1995 is 5 September 1995.

### **Maintenance records to be kept by occupier**

**P2**

Building occupiers keep records of maintenance to ensure: **A2**

- (a) the occupier; and
- (b) any appropriately qualified person; and
- (c) local government officers; and
- (d) authorised officers of the Queensland Fire and Rescue Service;

can check compliance with this part.

Building occupiers –

- (a) keep records of any maintenance that is required by this part for each of the building's prescribed fire safety installations in accordance with -
  - (i) the Building Fire Safety Regulation 2008; and;
  - (ii)
    - (A) the relevant standard; or
    - (B) the manufacturer's instructions; or
    - (C) the directions of an appropriately qualified person; and
    - (D) where applicable, the building's certificate of classification and alternative solution; and
- (b) complete an occupier's statement –
  - (i) within one year of taking up occupation; and
  - (ii) yearly, within one year of the date of the last occupier's statement.
- (c) keep occupier's statements with the building's records of maintenance for two years from the date the document is made.

**Note:**

Section 55 of the *Building Fire Safety Regulation 2008* specifies mandatory requirements for keeping records of maintenance. A form that refers to the mandatory requirements for the occupier's statement is within schedule 2 of this part.

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

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

**P3**

An appropriately qualified person who carries out commissioning or maintenance of a water-based fire

**A3**

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



*safety installation* must carry out the *commissioning* or *maintenance* using a rigorous testing procedure that is consistent with best practice and provides consistent and reliable results.

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

- P4**
- (1) An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation* must record all relevant testing results in a document.
  - (2) Within a reasonable time after completing the work, the person must give a copy of the document to:
    - (a) if the person has carried out *commissioning*—the building owner; and
    - (b) if the person has carried out *maintenance*—the building occupier.

### **Form to be kept by tester**

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

out the *commissioning* or *maintenance* in compliance with:

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

- A4**
- An *appropriately qualified person* who carries out *commissioning* or *maintenance* of a *water-based fire safety installation*:
- (a) completes the *relevant form*; and
  - (b) within 10 business days after completing the work, gives a copy of the form to:
    - (i) if the person has carried out *commissioning*—the building owner;
- and
- (ii) if the person has carried out *maintenance*—the building occupier.

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

## Schedule 1

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

(1) *Maintenance of a class 5, 6, 9a and 9c building's passive fire safety installations* complies with:

- (a) A1(1) (d) or (2) of this part; or
- (b) Table 1 of this schedule;

(2) *Maintenance of all other classes of buildings' passive fire safety installations* complies with:

- (a) A1(1) (d) or (2) of this part; or
- (b) Table 2 of this schedule.

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

<b><i>Prescribed passive fire safety installations</i></b>	<b>AS 1851:2005 clause number</b>	<b><i>Required frequency of tests</i></b>
Hinged and pivoted fire-resistant doorsets	17.4.3.1	6 monthly
Horizontal fire-resistant sliding doorsets	17.4.3.2	
Smoke doorsets – hinged and pivoted	17.4.4	
Fire shutters	17.4.5	

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

<b><i>Prescribed passive fire safety installations</i></b>	<b>AS 1851:2005 clause number</b>	<b><i>Required frequency of tests</i></b>
Hinged and pivoted fire-resistant doorsets	17.4.3.1	Yearly
Horizontal fire-resistant sliding doorsets	17.4.3.2	
Smoke doorsets – hinged and pivoted	17.4.4	
Fire shutters	17.4.5	

**Note:**

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

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

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

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

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