How to complete this form

1. Please print in CAPITAL LETTERS.
2. Please complete all relevant sections in full.

### Section 1: Type of certificate

This is (mark applicable box) [ ]  a final fire safety certificate (complete the declaration at Section 6 of this form)

 [ ]  an interim fire safety certificate (complete the declaration at Section 7 of this form)

### Section 2: Building the subject of this certificate

Street No. Street Name Suburb Postcode

|  |  |  |
| --- | --- | --- |

Lot No (if known) DP/SP (if known) Building Name (if applicable)

|  |  |
| --- | --- |

This certificate applies to (mark applicable box) [ ]  the whole building

 [ ]  part of the building

### Section 3: Description of building or part the subject of this certificate

Storeys above ground in the building (No.) Storeys below ground in the building (No.)

|  |  |
| --- | --- |

If this certificate relates to a part of the building – describe that part and its location in the building

|  |
| --- |

Uses of building or part the subject to this certificate (e.g. retail, offices, residential, assembly, carparking)

|  |
| --- |

### Section 4: Name and address of the owner of the building or part

Title Given Name/s Family Name

|  |
| --- |

Street No. Street Name Suburb Postcode

|  |
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### Section 5: Fire Safety Measures

1. All essential fire safety measures for the building must be listed for a final fire safety certificate
2. All essential fire safety measures for the relevant part of the building must be listed for an interim fire safety certificate

| Fire Safety Measure | Status\* | Assessment Date\*\* | Minimum Standard of Performance |
| --- | --- | --- | --- |
|  | N | E | M |  |  |
| Access panels, doors & hoppers to fire resisting shafts |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.13, AS 1905.1-2015 & AS 1905.2-2005 |
| Automatic air pressurising system  |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2 & AS/NZS 1668.1-2015 Amdt 1  |
| Automatic fail-safe devices |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.4 & Spec. 3.4 (fire windows, fire shutters), C3.6 (sliding fire doors); Spec C3.4 (automatic smoke doors), D2.19c (power operated door), D2.21 (b)(iv) (auto unlock of doors); D2.22 (re-entry from fire stairs) & AS1670.1-2018 |
| Automatic fire detection & alarm systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, Spec E2.2a Clause 3 (smoke alarm system) or Clause 4 (smoke detection system) or Clause 5 (combination smoke alarm & smoke detection); Clause 6 (smoke detection for smoke control systems), AS 1670.1-2018 & AS 3786-2014 Amdt 1 and 2 |
| Automatic fire suppression systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, E1.3, E1.5, Spec E1.5, Spec 1.5a & AS 2118.1-2017 Amdt 1, AS 2118.6-2012  |
| Automatic fire suppression system (Residential apartment building)  |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.3, E1.5, Spec E1.5, Spec E1.5a & AS 2118.1-2017 Amdt 1 or AS 2118.4-2012 or FPAA101D-2018 or FPAA101H02018 |
| Automatic shutdown air handling systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.3 NSW Table E2.2b |
| Building occupant warning system |[x] [ ] [ ]   | BCA 2019 Amdt 1, Spec E2.2a (Clause 7), Spec 2.2d (residential care building), AS1670.1-2018 (Clause 3.22) & AS 1670.3-2018 (residential care building)  |
| Emergency lifts |[x] [ ] [ ]   | BCA 2019 Amdt 1, E3.4, E3.7, E3.8(class 9c), E3.9, E3.10 & Spec E3.1  |
| Emergency lighting |[x] [ ] [ ]   | BCA 2019 Amdt 1, E4.2, E4.4, Spec E1.3, E1.8, Spec E1.8 (Clause 12) (Emergency lighting for fire control room) & AS 2293.1–2018  |
| Emergency warning and intercom system  |[x] [ ] [ ]   | BCA 2019 Amdt 1, E4.9, Spec. G3.8 & AS 1670.4-2018  |
| Exit and directional signage |[x] [ ] [ ]   | BCA 2019 Amdt 1, E4.5, (NSW E4.6), E4.8, Spec E4.8 (photoluminescent exit signs) & AS 2293.1-2018  |
| Exit signs (non-illuminated)  |[x] [ ] [ ]   | BCA 2019 Amdt 1, E4.7  |
| Fire alarm monitoring system |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, Spec E1.5, Spec E2.2a (Clause 8), Spec E2.2d, & AS 1670.3-2018  |
| Fire blankets  |[x] [ ] [ ]   | BCA 2019 Amdt 1, AS 2444-2001  |
| Fire control centres or rooms |[x] [ ] [ ]   | BCA 2019 Amdt 1, E1.8 & Spec E1.8  |
| Fire dampers |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.12, C3.15 & AS/NZS 1668.1-2015 Amdt 1, (AS 1682.1-2015 and AS 1682.2-2015) |
| Fire doors |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.12 (separation of equipment); C2.13 (electricity supply systems), C3.3 (separation of external walls & associated openings in fire compartments), C3.4, Spec C3.4, C3.5 (doorways & fire walls), C3.6 (sliding fire doors), C3.8 (openings in fire isolated exits), C3.11 (bounding construction), Clause NSW C3.11(d) (Class 3 residential care building), C3.13 (openings in shafts), D2.8 (enclosure of space under stairs and ramps) & AS 1905.1–2015 Amdt 1  |
| Fire hose reel systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, E1.4 & AS 2441-2005 Amdt 1  |
| Fire hydrant systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.12 (separation of fire pumps), E1.3, Spec E1.5a, & AS 2419.1-2005 Amdt 1  |
| Fire seals (protecting openings in fire resisting components of the building) |[x] [ ] [ ]   | BCA 2019 Amdt 1, A5.6 (resistance to the incipient spread of fire), Spec C1.13 (cavity barrier for fire protected timber), Spec C1.13a (fire protected timber), C3.12, C3.15, Spec C3.15, C3.16 (construction joints), AS 1530.4.-2014 & AS 4072.1-2005 Amdt 1 and manufacture’s specification |
| Fire shutters |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.4, C3.5, Spec C3.4 & AS 1905.2-2005  |
| Fire windows (including frame) |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.4 & Spec C3.4  |
| Lightweight construction |[x] [ ] [ ]   | BCA 2019 Amdt 1, C1.8 & Spec C1.8 and manufacture’s specification |
| Mechanical air handling systems*(Strike out which are N/A)* |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.12 (separation of equipment), C3.15, Spec C2.5 (smoke proof walls), D1.7, Spec E1.8(fire control room), E2.2, Table E2.2a, NSW Table E2.2b, Spec E2.2a, Spec E2.2b, E2.3, F4.12 & AS/NZS 1668.1-2015 Amdt 1 Class 7a (carpark building mechanical ventilation systems) BCA 2019 Amdt 1, E2.2, Table E2.2a & AS/NZS 1668.1-2015 Amdt 1, AS1668.2-2012 Amdt 1 and 2, (clause 5.5 car park exhaust operation) Class 9b (automatic shutdown) NSW Table E2.2b  |
| Openings in fire-isolated lift shafts |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.10 & AS 1735.11-1986 |
| Perimeter vehicle access for emergency vehicles |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.4 |
| Portable fire extinguishers  |[x] [ ] [ ]   | BCA 2019 Amdt 1 E1.6 & AS 2444-2001  |
| Power operated exit doors |[x] [ ] [ ]   | BCA 2019 Amdt 1 D2.19, D2.21 |
| Pressurising systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, Table E2.2a, Spec E2.2a, AS/NZS 1668.1-2015 Amdt 1 |
| Safety curtains in proscenium openings |[x] [ ] [ ]   | BCA 2019 Amdt 1, NSW H101  |
| Smoke alarms & heat alarms  |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, Spec E2.2a & AS 3786-2014 Amdt 1 & 2  |
| Smoke and heat vents |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2 & Spec E2.2c, Spec G3.8, NSW H101.22, AS 2665-2001 |
| Smoke exhaust system  |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, Spec E2.2b & AS/NZS 1668.1-2015 Amdt 1  |
| Smoke dampers |[x] [ ] [ ]   | BCA 2019 Amdt 1, E2.2, AS/NZS 1668.1-2015 Amdt 1, AS 1682.1-2015, AS 1682.2-2015 & Spec C2.5 (class 9a & 9c), Spec G3.8 |
| Smoke detectors & heat detectors |[x] [ ] [ ]   | BCA 2019 Amdt 1, Spec 3.4, C3.5 (for automatic fire doors in fire walls), C3.6; C3.7 (automatic fire doors in horizontal exits), C3.8 (automatic fire doors to fire isolated exits), C3.11 (automatic closing doors in bounding construction), Clause NSW C3.11d Class 3 residential age care; Spec C3.4 (automatic closing smoke doors), D2.21, E2.2, Spec E2.2a, Spec E2.2b, Spec 2.2d, E2.3 & AS 1670.1-2015, AS 3786-2014 Amdt 1 & 2  |
| Smoke doors |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.5, D2.6 (smoke lobbies), C2.14, Spec C2.5 & Spec C3.4  |
| Smoke-proof walls |[x] [ ] [ ]   | BCA 2019 Amdt 1, C2.5(b), Spec C2.5 |
| Solid core doors |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.11, NSW C3.11(d) |
| Standby power systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, Spec G3.8 |
| Wall wetting sprinklers & drencher systems |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.4, C3.11, D1.7, D1.8, Spec G3.8, AS 2118.1 – 2017 Amdt 1, AS2118.2-2010  |
| Warning and operational signs |[x] [ ] [ ]   | BCA 2019 Amdt 1, C3.6, E3.3, D2.22, D2.23, D3.6 & Spec E1.8 & Clause 183 of the Environmental Planning and Assessment Regulation 2000 |
| Performance Solution (Fire Safety Engineers Report), Report No. \_\_\_\_\_, issued by \_\_\_\_\_\_\_\_\_\_, dated \_\_\_\_\_\_ |[x] [ ] [ ]   | (List BCA Performance Clauses) |

**Notes**
\* Indicate whether the measure is new (N), existing (E) or modified (M)
\*\* Date (DD-MM-YYYY) measure was assessed by a properly qualified person

A fire safety certificate must generally deal with all essential fire safety measures in the current fire safety schedule for the building. However, the certificate need not deal with any measure the subject of other fire safety certificates or fire safety statements issued within the previous 6 months. The assessment of a measure must have been carried out within 3 months prior to the date on which this fire safety certificate is issued.

### Section 6: Final fire safety certificate declaration

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (insert full name)

being the (mark applicable box) ☐ owner

 ☐ owner’s agent

certify that each essential fire safety measure specified in this certificate:

a) has been assessed by a properly qualified person, and

b) was found, when it was assessed, to be capable of performing to at least the standard required by the current
fire safety schedule for the building for which this certificate is issued.

Owner/Agent Name Owner/Agent Signature Date

|  |  |  |
| --- | --- | --- |

### Section 7: Interim fire safety certificate declaration

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (insert full name)
being the (mark applicable box) ☐ owner

 ☐ owner’s agent

certify that each essential fire safety measure specified in this certificate:

a) has been assessed by a properly qualified person, and

b) was found, when it was assessed, to be capable of performing to at least the standard required by the current
fire safety schedule for the part of the building to which this certificate relates.

Owner/Agent Name Owner/Agent Signature Date

|  |  |  |
| --- | --- | --- |

### Section 8: Owner’s authorisation(To be completed where an agent makes the declaration in Section 6 or Section 7 of this form)

I, being the owner, authorise the agent named in Section 6 or Section 7 to act on my behalf to make the declaration.

Owner’s Name Owner’s Signature Date

|  |  |  |
| --- | --- | --- |

### Section 9: Contact details of person issuing this certificate

Title Given Name/s Family Name

|  |  |  |
| --- | --- | --- |

Phone Email

|  |  |
| --- | --- |

### Section 10: Fire safety schedule

A current fire safety schedule for the building must be attached to this certificate.