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| **SCHEDULE OF MAINTENANCE – PRESCRIBED ESSENTIAL BUILDING SERVICES** | **Section 206**  **Regulation 72** |
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Form **46**

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| For: |  | *Building name* |

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|  |  | *Address* |

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| **Approving Authority details:** |  |

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| Name: |  |  | *BS* | *PA* |

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| Licence No: | |  | Email address: |  |
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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **This Schedule is in relation to Occupancy Permit** |  | **issued on:** *(Date)* |  |  | | | | | |
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| **PART 1** | **Details of essential building services requiring maintenance:** | | | |

Section 206 of the *Building Act 2016* requires that the following determined ***essential building services*** are to be maintained.

**Essential Building Services Maintenance Requirements**

*This schedule must contain all the Essential Building Services applicable to the building or plumbing installation, as specified in the Directors Determination – Maintenance of Prescribed Essential Building Services.*

| **Ref.** | **Feature or Measure**  *(List specific features)* | **Standard of performance to be maintained** | **Frequency** |
| --- | --- | --- | --- |
| **1** | **Building Fire Integrity** *Regulation 72(1)(a)* | | |
| 1.1 | Building elements *required* to satisfy prescribed *fire-resistance levels* | ***Vol 1:***  Section C, D1.12 | AS 1851 - 2012. as applicable |
| 1.2 | Materials and assemblies *required* to have *fire hazard properties* | ***Vol 1:***  C1.10 | AS 1851 - 2012 as applicable |
| 1.3 | Elements *required* to be *non-combustible*, provide fire protection, compartmentation or separation | ***Vol 1:***  C2.5 to C2.14, C3.3, C3.11, D1.7, D1.8, E1.3, G3.4 | AS 1851 - 2012 as applicable |
| 1.4 | Wall-wetting sprinklers (including doors and windows *required* in conjunction with wall-wetting sprinklers) | ***Vol 1:***  C3.4, C3.8, C3.11,  D1.7, D1.8,  G3.8 | AS 1851 - 2012 as applicable |
| 1.5 | Fire doors (including sliding fire doors and their associated warning systems) and associated *self-closing*, *automatic* closing and latching mechanisms | ***Vol 1:***  C2.12, C2.13, C3.4 to C3.8, C3.10, C3.11,  D1.7, D1.8, D1.12 | AS 1851 - 2012 as applicable |
| 1.6 | Fire windows (including windows that are *automatic* or permanently fixed in the closed position) | ***Vol 1:***  C3.4, C3.8, C3.11,  D1.7 to D1.8 | AS 1851 - 2012 as applicable |
| 1.7 | Fire shutters | ***Vol 1:***  C3.4, C3.5,  D1.7, D1.8 | AS 1851 - 2012 as applicable |
| 1.8 | Solid core doors and associated *self-closing*, *automatic* closing and latching mechanisms | ***Vol 1:***  C3.11 | AS 1851 - 2012 as applicable |
| 1.9 | Fire-protection at service penetrations through elements *required* to be *fire-resisting* with respect to *integrity* or *insulation*, or to have a *resistance to the incipient spread of fire* | ***Vol 1:***  C3.12, C3.13, C3.15 | AS 1851 - 2012 as applicable |
| 1.10 | Fire protection associated with construction joints, spaces and the like in and between building elements *required* to be *fire-resisting* with respect to *integrity* and *insulation* | ***Vol 1:***  C3.16 | AS 1851 - 2012 as applicable |
| 1.11 | Smoke doors and associated *self-closing*, *automatic* closing and latching mechanisms | ***Vol 1:***  Specification C2.5, D2.6 | AS 1851 - 2012 as applicable |
| 1.12 | Proscenium walls (including proscenium curtains) | ***Vol 1:***  H1.3 | Annual inspection for damage, deterioration or unauthorised alteration. |
| **2** | Means Of Egress  *Regulation 72(1)(b)* | | |
| 2.1 | Paths of travel to *exits* | ***Vol 1:***  D1.6 | Inspection every 3 months to ensure there are no obstructions and no alterations. |
| 2.2 | Discharge from *exits* (including paths of travel from *open spaces* to the public roads to which they are connected) | ***Vol 1:***  D1.7, D1.9 to D1.11, D2.12,  G4.3, G4.5, G4.6 | Inspection every 3 months to ensure there are no obstructions and no alterations. |
| 2.3 | *Exits* (including *fire-isolated stairways* and ramps, non-*fire isolated stairways* and ramps, stair treads, balustrades and handrails associated with *exits*, and *fire-isolated passageways*) | ***Vol 1:***  D2.2, D2.3, D2.8 to D2.11,  D2.13, D2.16, D2.17 | Inspection every 3 months to ensure there are no obstructions and no alterations. |
| 2.4 | Smoke lobbies to fire-isolated *exits* | ***Vol 1:***  D1.7, D2.6 | Annual inspection for damage, deterioration, or unauthorised alteration. |
| 2.5 | Open access ramps or balconies for fire-isolated *exits* | ***Vol 1:***  D2.19 to D2.23 | Annual inspection for damage, deterioration, or unauthorised alteration. |
| 2.6 | Doors (other than fire or smoke doors) in a *required exit*, forming part of a *required* exit or in a path of travel to a *required exit*, and associated *self-closing*, *automatic* closing and latching mechanisms | ***Vol 1:***  D1.6, D2.19 to D2.21, D2.23 | Inspection every 3 months to ensure doors are intact, operational and fitted with conforming hardware. |
| **3** | Signs  *Regulation 72(1)(c)* | | |
| 3.1 | *Exit* signs (including direction signs) | ***Vol 1:***  Specification D1.12,  E4.5, E4.6, E4.8 | Every 6 months to AS/NZS 2293.2:1995. |
| 3.2 | Signs warning against the use of lifts in the event of fire | ***Vol 1:***  E3.3 | Annual Inspection to ensure the warning sign is in place and legible. |
| 3.3 | Warning signs on sliding fire doors and doors to non-*required* stairways, ramps and escalators | ***Vol 1:***  C3.6,  Specification D1.12 | Annual inspection to ensure the warning sign is in place and legible. |
| 3.4 | Signs, intercommunication systems, or alarm systems on doors of fire-isolated *exits* stating that re-entry to a *storey* is available | ***Vol 1:***  D2.22 | Annual inspection to ensure the warning sign is in place and legible. |
| 3.5 | Signs alerting persons that the operation of doors must not be impaired | ***Vol 1:***  D2.23 | Annual inspection to ensure the warning sign is in place and legible. |
| 3.6 | Signs *required* on doors, in *alpine areas,* alerting people that they open inwards | ***Vol 1:***  G4.3 | Annual inspection to ensure the warning sign is in place and legible. |
| 3.7 | Fire order notices *required* in *alpine areas* | ***Vol 1:***  G4.9 | Annual inspection to ensure the warning sign is in place and legible. |
| **4** | Lighting  *Regulation 72(1)(d)* | | |
| 4.1 | Emergency lighting | ***Vol 1:***  E4.2, E4.4 | Every 6 months to AS/NZS 2293.2 -1995. |
| 4.2 | Artificial lighting *required* to assist occupant movement and egress | ***Vol 1:***  F4.4, H1.7 | Inspection every 3 months. |
| **5** | Fire Fighting Services And Equipment  *Regulation 72(1)(d)* | | |
| 5.1 | Fire hydrant system (including on-site pumpset and fire-service booster connection) | ***Vol 1:***  E1.3 | AS 1851 - 2012. as applicable |
| 5.2 | Fire hose reel system | ***Vol 1:***  E1.4 | AS 1851 - 2012. as applicable |
| 5.3 | Sprinkler system designed in accordance with AS 2118 | ***Vol 1:***  E1.5, G3.8, H1.2 | AS 1851 - 2012 as applicable |
| 5.4 | A pressure/booster pump that forms part of a sprinkler system designed in accordance with FPAA101D or FPAA101H | ***Vol 1:***  E1.5, H1.2 | AS 1851 - 2012 as applicable for a fire pumpset. |
| 5.5 | A backflow prevention device that forms part of a sprinkler system designed in accordance with FPAA101D or FPAA101H | ***Vol 1:***  E1.5, H1.2 | Annual inspection to ensure compliance with original design. |
| 5.6 | Fire control centres (or rooms) | ***Vol 1:***  E1.8 | Annual inspection to ensure compliance of construction and contents with NCC. |
| 5.7 | Provisions for special hazards | ***Vol 1:***  E1.10 | As prescribed in AS 1851 - 2012. |
| 5.8 | Portable fire extinguishers and fire blankets | ***Vol 1:***  E1.6, H3.11 | Every 6 months as prescribed in AS 1851 - 2012. |
| **6** | Air Handling Systems  *Regulation 72(1)(f)* | | |
| 6.1 | Smoke hazard management systems: -   1. *Automatic* air pressurisation systems for fire-isolated *exits* 2. Zone smoke control system 3. *Automatic* smoke exhaust system 4. Automatic smoke and heat vents 5. Air handling systems that do not form part of smoke hazard management system and which may unduly contribute to the spread of smoke 6. Miscellaneous air-handling systems covered by Sections 5 and 11 of AS/NZS 1668.1 serving more than one *fire compartment* 7. Other air-handling systems | ***Vol 1:***  E2.2 | AS 1851 - 2012 as applicable |
| 6.2 | *Carpark* mechanical ventilation system | ***Vol 1:***  F4.11 | AS 1851 - 2012 as applicable |
| 6.3 | *Atrium* smoke control system | ***Vol 1:***  Specification G3.8 | AS 1851 - 2012 as applicable |
| **7** | Automatic Fire Detection and Alarm Systems  *Regulation 72(1)(g)* | | |
| 7.1 | Smoke and heat alarm system | ***Vol 1:***  Clause 3 of Specification E2.2a | AS 1851 - 2012 as applicable |
| 7.2 | Smoke and heat detection system | ***Vol 1:***  Clause 4 of Specification E2.2a | AS 1851 - 2012 as applicable |
| 7.3 | *Atrium* fire detection and alarm systems | ***Vol 1:***  Clause 4 of Specification G3.8 | AS 1851 - 2012 as applicable |
| **8** | Occupant Warning Systems  *Regulation 72(1)(h)* | | |
| 8.1 | Sound system and intercom system for emergency purposes | ***Vol 1:***  E4.9  Clause 5 of Specification G3.8 | AS 1851 - 2012 as applicable |
| 8.2 | Building occupant warning system | ***Vol 1:***  Clause 8 of Specification E1.5,  Clause 6 of Specification E2.2a | AS 1851 - 2012 as applicable |
| **9** | Lifts  *Regulation 72(1)(i)* | | |
| 9.1 | Stretcher facilities in lifts | ***Vol 1:***  E3.2 | Annual inspection to ensure compliance of facilities with NCC. |
| 9.2 | Emergency lifts | ***Vol 1:***  E3.4 | Periodic inspection as per manufacturer’s specification, however no less than annual inspection. |
| 9.3 | Passenger lift fire service controls | ***Vol 1:***  E3.7 | Periodic inspection as per manufacturer’s specification, however no less than annual inspection. |
| **10** | Standby Power Supply Systems  *Regulation 72(1)(j)* | | |
| 10.1 | Standby power supply system | ***Vol 1:***  E3.4,  Clause 6 of Specification G3.8 | Testing every 6 months to ensure auxiliary power is operable. |
| **11** | Natural or Mechanical Ventilation  *Regulation 72(1)(k)* | | |
| 11.1 | Commercial kitchens exhaust cleaning | ***Vol 1:***  F4.12 | AS 1668 as per manufacturer’s instructions |
| 11.2 | Air handling filters | ***Vol 3:***  Tas G1.2 | AS 1668 as per manufacturer’s instructions |
| **12** | Access For Persons With A Disability  *Regulation 72(1)(l)* | | |
| 12.1 | Access features for a person with a disability. | ***Vol 1:***  Relevant parts of Volume One of the NCC | Inspection every 3 months to ensure no changes and continuing compliance. |
| **13** | Hot Water, Warm Water and Cooling Water Systems  *Regulations 72(1)(m) and 72(2)* | | |
| 13.1 | HVAC cooling water system | Tas G1.2 | As prescribed in the “Guidelines for the Control of Legionella in Regulated Systems” issued by the Director of Public Health under the *Public Health Act 1997* on 23 April 2012.  AS/NZS 3666 |
| 13.2 | HVAC heated water | Tas G1.2 | As prescribed in the “Guidelines for the Control of Legionella in Regulated Systems” issued by the Director of Public Health under the *Public Health Act 1997* on 23 April 2012.  AS/NZS 3666 as applicable |
| 13.3 | Heated drinking water | B2.5, F2.7 | As prescribed in the “Guidelines for the Control of Legionella in Regulated Systems” issued by the Director of Public Health under the *Public Health Act 1997* on 23 April 2012.  AS/NZS 3666 as applicable  AS 4032.3 as applicable |
| **14** | The Safety of Occupants of Premises in Case of Bushfire, Flood, Landslip or Coastal Inundation  *Regulation 72(1)(p)* | | |
| 14.1 | Features or measures for the safety of occupants in a bushfire-prone area, for the safety of occupants (includes firefighting water supply and access road). | ***Vol 1:***  G5.2  Not less than the standard when built. | Annual inspection to ensure no changes and continuing compliance. |
| **15** | Building Clearance and Fire Appliance Access  *Regulation 72(1)(q)* | | |
| 15.1 | Open space around large isolated buildings, including vehicular access | ***Vol 1:***  C2.3, C2.4 | Annual inspection to ensure that unobstructed access to buildings and firefighting facilities are maintained. |
| **16** | Building Use and Application  *Regulation 72(1)(r)* | | |
| 16.1 | Classification and use of building | ***Vol 1:***  A6 | Annual inspection to ensure that building is being used and occupied in accordance with its classification. |
| 16.2 | Occupancy hazard | ***Vol 1:***  E1.5, E1.6, E1.10 | Annual inspection to ensure that hazards do not exceed approved levels. |
| **17** | On-Site Wastewater Management Systems  *Regulations 72(1)(t) and 72(2)* | | |
| 17.1 | On-site wastewater treatment systems and its land application system | Vol 3  Tas H 1.2 | Serviced at intervals specified in the certificate of accreditation |
| 17.2 | On-site greywater treatment system and its land application system | Vol 3  Tas H 1.2 | Serviced at intervals specified in the certificate of accreditation |
| 17.3 | Sewage holding tank (pump out system) | ***Vol 3:***  Tas H 1.2 | Frequency determined by the designer, in conjunction with the permit authority.  Components serviced annually including alarms and telemetry |
| 17.4 | Unique plumbing installation | ***Vol 3:***  TAS H1.1, TASH1.3 | Frequency determined by the designer, in conjunction with the permit authority. |
| **18** | Testable Backflow Prevention Devices  *Regulations 72(1)(u) and 72(2)* | | |
| 18.1 | Testable Backflow Prevention Devices | ***Vol 3:***  B5 | AS 2845 as applicable |
| **19** | A Thermostatic Mixing Valve or Tempering Valve  *Regulations 72(1)(v), 72(1)(z) and 72(2)* | | |
| 19.1 | Thermostatic mixing valves and thermostatically controlled tap | ***Vol 3:***  B2.5(1)(a) | AS 4032.3 as applicable |
| **20** | On-Site Liquid Trade Waste Pre-Treatment Equipment  *Regulation 72(1)(w)* | | |
| 20.1 | On-site liquid trade waste pre-treatment equipment, where connected to network utility sewer or drainage system | ***Vol 3:***  H2 | Maintenance in accordance with requirements set by the network utility having jurisdiction in conjunction with the designer |
| 20.2 | Grease interceptor trap installed as part of an OWMS | ***Vol 3:***  H2 | Frequency determined by the permit authority in conjunction with the designer. |
| 20.3 | On-site liquid trade waste pre-treatment equipment installed as part of an OWMS | ***Vol 3:***  H2 | Frequency determined by the permit authority in conjunction with the designer. |
| 20.4 | Swimming pool filtration systems |  | In accordance with the manufacturer’s instructions |
| **21** | Other Safety Features Required in a Building  *Regulation 72(1)(x) and 72(1)(z)* | | |
| 21.1 | Glazed assemblies | ***Vol 1:***  B1.4, F1.13 | Annual Inspection |
| 21.2 | Balconies structure | ***Vol 1:***  Part B1 | Annual inspection. |
| 21.3 | Balustrades and barriers (including enclosure of outdoor play spaces in an *early childhood centre*) | ***Vol 1:***  Part B1, D2.16, GI.3 | Annual inspection. |
| 21.4 | *Swimming pool* safety fencing and gates | ***Vol 1:***  G1.1 | Annual inspection. |
| 21.5 | Refrigerated chambers, strong rooms and vaults safety devices | ***Vol 1:***  G1.2 | Inspection every 3 months |
| 21.6 | Bushfire protection measures | ***Vol 1:***  G5.2 | Annual inspection to ensure continuing compliance. |
| 21.7 | Maintenance of automatic control devices that are part of a high risk plumbing installation |  | In accordance with the manufacturer written recommendations.  Reported as prescribed in Building Regulation 75 |
| 21.8 | Safety shower (deluge) and eye wash stations |  | AS 4775 as applicable |
| **22** | A Feature or Measure, Including a Feature Provided as Part of an Alternative (Performance) Solution specified by a building surveyor or permit authority (as appropriate) as an essential safety health feature under the act or an essential building service or as essential for the safety and health of the occupants  *Regulations 72(1)(y) and 72(2)* | | |
| 22.1 | Design feature or measure |  | As required by the designer |
| **23** | A Feature or Measure that, at the Time the Feature or Measure was Installed**,** was an essential health and safety measure under an act in force at that time  *Regulation 72(1)(z)* | | |
| 23.1 | Existing feature or measure |  | In accordance with the design standards at the time it was installed |
| **24** | A Plumbing Installation, Feature or Measure that –  (i) required a plumbing permit, or was high-risk work, to be installed; or  (ii) required a special plumbing permit, within the meaning of the Building Act 2016, to be installed; or  (iii) is provided as part of an alternative plumbing solution –  and is, or was, designated by the relevant permit authority to be an essential building service  *Regulation 72(1)(za)* | | |
| 24.1 | Drinking water treatment system (including disinfection) on a private water supplier registered under the *Public Health Act 1997* | ***Vol 3:***  B1, B2 | Maintained in accordance with manufactures instructions. Maintained in accordance with the registration of PWS with Local Council under the *Public Health Act*. |
| 24.2 | A private drinking water supply for a Class 1b building or Class 2 to 9 building | ***Vol 3:***  B1, B2 | Maintained in accordance with the registration of the PWS with Local Council under the *Public Health Act*. |
| **25** | Discharge from Swimming Pools *Regulation 81(2)(c)* | | |
| 25.1 | Discharge in accordance with Regulations 81(2)(a) or 81(2)(b) |  | Not applicable |

*Signed: Issue Date: Schedule No.*

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| Approval: |  |  |  |  |  |

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| **PART 2** | **Schedule review** |

Section 206(3) of the *Building Act 2016* requires that the responsible owner of a building must ensure that the schedule of maintenance is reviewed at a period specified in the Director’s Specified List.

The responsible owner is to ensure the approved Schedule of Maintenance feature or measure requirements, are undertaken.

Where building or plumbing alterations or additions have been made, a new approved Schedule of Maintenance is required.

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| **Schedule Reviews** | | |
| **Date Reviewed** | **Name of Person Conducting the Review** | **Signature** |
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**Explanatory Notes:**

* **The responsible owner is to keep a copy of this Schedule on site and another offsite.**
* **For alterations or additions the responsible owner is to ensure the Schedule is updated and approved.**
* **The responsible owner may be required to produce this Schedule and provide evidence that the listed maintenance has been performed at the frequency specified.**