

TDC Compliance Schedule Guide

The following provides guidance on performance standards required for specified systems and how these may be referenced on a building consent (Form 5) and compliance schedule. It is suggested to first read MBIE's Compliance Schedule Handbook and refer to the MBIE Compliance Schedule exemplar (current version dated December 2021) before reading this guidance and the provided examples. Performance Standards and Inspection and Maintenance Standards must provide a specific level of detail including relevant versions and amendments of documents referenced. Please note: This document is for guidance only, it is not an exhaustive list and is updated regularly.

SS1 Automatic systems for fire suppression	2
SS2 Automatic or manual emergency warning systems for fire	3
SS 3 Electromagnetic or automatic doors or windows	3
SS3/1 Automatic opening doors	4
SS3/2 Access controlled doors	5
SS3/3 Interfaced fire or smoke doors or windows	6
SS4 Emergency lighting systems incl (illuminated exit signs)	7
SS5 Escape route pressurisation systems	8
SS6 Riser mains	9
SS7 Automatic back-flow preventers	10
SS8 Lifts, escalators, travelators, or other systems	11
SS8/1 Passenger carrying lifts	11
SS8/2 Platform, low speed and service lifts	12
SS8/3 Escalators and moving walks	13
SS9 Mechanical ventilation or air conditioning systems	14
SS10 Building maintenance units e.g. Gantry	15
SS11 Laboratory fume cupboards	16
SS12 Audio loops or other assistive listening systems	17
SS13: Smoke control systems	18
SS14 - Emergency power systems	19
SS14/1: Emergency power systems	19
SS14/2 Signs relating to specified systems	20
SS15 Other fire safety systems or features	21
SS15/1 Systems for communicating spoken information intended to facilitate evacuation	21
SS15/2 Final exits	22
SS15/3 Fire separations	23
SS15/4 Signs for communicating information intended to facilitate evacuation	25
SS15/5 Smoke separations	26

The compliance schedule must contain the following specified systems and comply with the performance standards for those systems required by the building code:

(list specified system number, description, and relevant performance standard(s) including part/section and clause numbers)

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS1 Automatic systems for fire suppression</i></p>	<p>NZS 4541: 2013 Automatic fire sprinkler systems (original version), Parts 1 to 10 & as modified by Para B2.1 of Appendix B to C/AS4 (Amendment 4, dated January 2017)</p> <p>NZS4541:2013 Automatic fire sprinkler systems (original version), Parts 1 to 10 & as modified by Para B2.1 of Appendix B to C/AS2 (Amendment 2, dated November 2020)</p> <p>NZS 4541:2020 Automatic Fire sprinkler systems (original version), Parts 1 to 10 & as modified by Para B2.1 of Appendix B to C/AS2 (Amendment 2, dated November 2020).</p> <p>NZS 4515:2009 Fire sprinkler systems for life safety in sleeping occupancies (up to 2000m²) (original version), Parts 1 to 7 & as modified by Para B3.1 of Appendix B to C/AS2 (Amendment 2, dated November 2020).</p>	<p>Inspection/Maintenance Procedure</p> <p>Weekly, Monthly, Quarterly, Annually (Also Biennial, Quadrennial)</p> <p>NZS 4541:2013 Automatic fire sprinkler systems (original version), refer to Part 12, Routine testing, maintenance & inspections.</p> <p>NZS 4541:2020 Automatic fire sprinkler systems (original version), refer to Part 12, Routine testing, maintenance & inspections.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner’s logbook for weekly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS2 Automatic or manual emergency warning systems for fire</i></p>	<p>NZS 4512: 1994 Fire alarm systems in buildings (original version) NZS 4512: 1997 Fire alarm systems in buildings (original version) NZS 4512: 2003 Fire detection and alarm systems in buildings (original version) NZS 4512: 2010 Fire detection and alarm systems in buildings (original version) NZS 4512:2021 Fire detection and alarm systems in buildings (original version) NZS 4514:2009 Interconnected smoke alarms for houses (original version) NZS 4514:2021 Interconnected smoke alarms for houses (original version)</p> <p>NOTE: SS2 Type 2, 3, 4, 5, 6 and 7 must also have SS14/2</p>	<p>Inspection/Maintenance Procedure</p> <p>NZS 4512:2010 Fire detection & alarm systems in buildings (original version), refer to Part 6, Maintaining systems in compliance & good working order.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for monthly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>
<p><i>SS 3 Electromagnetic or automatic doors or windows</i></p>		

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS3/1 Automatic opening doors</p>	<p>NZS 4239: 1993 Automatic sliding door assemblies Parts 1 to 6 & as modified by Amendment A December 1993 (to approve AS 4085:1992)</p> <p>AS 5007:2007 Powered doors for pedestrian access and egress (original version)</p>	<p>Inspection Procedure</p> <p>Quarterly to NZS 4239:1993 (Amendment A dated Dec 1993) Appendix A.</p> <p>AS 5007:2007 Powered doors for pedestrian access & egress (original version), refer to Appendix E, Automatic powered doors inspection & maintenance</p> <p>Maintenance Procedure</p> <p>In accordance with NZS 4239:1993 (Amendment A dated Dec 1993) Appendix A.</p> <p>AS 5007:2007 Powered doors for pedestrian access & egress (original version), refer to Appendix E, Automatic powered doors inspection & maintenance</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for quarterly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS3/2 Access controlled doors</p>	<p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 2 dated 5 Nov 2020) Paragraphs 3.15.2 & 3.15.7</p> <p>Code of Practice for Electro Mechanical Controlled Locking Devices on Egress Doors (Association of Building Compliance) Version 2.3 August 2018</p>	<p>Inspection Procedure</p> <p>Monthly and Annually</p> <p>Doors should be inspected to ensure they are not:</p> <ul style="list-style-type: none"> • locked; • barred; • blocked. <p>Specific design inspections, dependent on the type of system installed.</p> <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with the design, and to ensure the occupants are not prevented from leaving the building in the event of an emergency.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for monthly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS3/3 Interfaced fire or smoke doors or windows</p>	<p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 2 dated 5 Nov 2020) Paragraphs 3.15.9, 3.15.10, 3.15.11</p> <p>AS 4178:1994 (original version) Electromagnetic door holders, Section 1-4</p>	<p>Inspection Procedure</p> <p>Monthly and Annually.</p> <p>Doors should be inspected to ensure they are not:</p> <ul style="list-style-type: none"> • locked; • barred; • blocked. <p>Specific design inspections dependent on the type of system installed.</p> <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with the design to ensure the fire or smoke door or window operates correctly in the event of fire.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for monthly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>

<p><i>SS4 Emergency lighting systems incl (illuminated exit signs)</i></p>	<p>AS 2293.1-2005 Emergency escape lighting & exit signs for buildings, Part 1: System design, installation & operation (Amendment 2, dated Aug 2014), & AS 2293.3-2005 Part 3: Emergency escape luminaries & exit signs (Amendment 2, dated Dec 2012), as modified by Appendix B of F6/AS1 (Third Edition, Amendment 4, dated Jan 2017)</p> <p>Ecoglo Specific Design - Photoluminescent Alternative Solution to F6</p>	<p>Inspection Procedure</p> <p>Six monthly and annually in accordance with AS/NZS 2293.2:1995 Emergency escape lighting & exit signs for buildings, Part 2: Inspection & maintenance (Amendment 3, dated Feb 2014)</p> <p>In accordance with Ecoglo Specific Design – Photoluminescent Alternative Solution to F6 Inspection and Maintenance form.</p> <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with AS/NZS 2293.2:1995 Emergency escape lighting & exit signs for buildings, Part 2: Inspection & maintenance (Amendment 3, dated Feb 2014) and to ensure effective operation of the emergency lighting for the required duration in the event of a failure of the general lighting system.</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with accordance with Ecoglo Specific Design – Photoluminescent Alternative Solution to F6 Inspection and Maintenance form.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner’s logbook for six monthly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>
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<p><i>SS5 Escape route pressurisation systems</i></p>	<p>AS/NZS 1668.1:2015 (original version) The use of ventilation and air conditioning in buildings - Part 1: Fire and smoke control in buildings</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, the following referenced Standard or document could be used.</p> <ul style="list-style-type: none"> • AS 1851:2012 Routine service of fire protection systems and equipment (original version) • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with AS 1851, and to ensure the system will operate as required in the event of a fire.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS6 Riser mains</i></p>	<p>NZS 4510: 2008 Fire hydrant systems for buildings (incorporating Amendment 1 dated 30 Jan 2009) NZS 4510: 2022 Fire hydrant systems for buildings (original version)</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, the following referenced Standard or document could be used.</p> <ul style="list-style-type: none"> • NZS 4510: 2008 Fire hydrant systems for buildings (incorporating Amendment 1 dated 30 Jan 2009) Section 9 • NZS 4510: 2022 Fire hydrant systems for buildings (original version) Section 10 • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with NZS 4510, and to ensure the system will operate as required in the event of a fire.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS7 Automatic back-flow preventers</i></p>	<p>AS/NZS 2845.1 Section 3:2010 Water supply - Backflow prevention devices - Part 1: Materials, design and performance requirements (incorporating Amendment 1 June 2014).</p> <p>AS/NZS 2845.1:2022 Water supply – Backflow prevention devices, Part 1: Materials, design and performance requirements (original version)</p>	<p>Inspection Procedure</p> <p>Annual inspection in accordance with manufacturers specifications</p> <p>Maintenance Procedure</p> <p>In accordance with inspection and maintenance procedure attached</p> <p>AS/NZS 2845.3:2020 Water supply - Backflow prevention devices, Part 3: Field testing and maintenance of testable devices (original version)</p> <p>AS2845.3:2010 Water supply – Backflow prevention devices, Part 3: Field testing and maintenance of testable devices (original version)</p> <p>NZ Back-flow testing standard 2011 - Field testing of backflow prevention devices and verification of air gaps (Re-issue Sept 2011 with editorial correction)</p> <p><i>Atmospheric vacuum breaker devices</i> G12/AS1 (Amendment 12 dated 27 June 2019) Paragraph 3.7.3.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner’s logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install and the manufacturers specifications, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<i>SS8 Lifts, escalators, travelators, or other systems</i>		
SS8/1 Passenger carrying lifts	<p>NZS 4332: 1997 Non-domestic passenger and goods lifts (original version), as modified by D2/AS1 (Second edition, Amendment 7, dated Jan 2017).</p> <p>BS EN 81-28:2003 (List part as applicable) Safety rules for the construction and installation of lifts. Remote alarm on passenger and goods passenger lifts (ensure relevant version and amendments listed as applicable)</p> <p>BS EN 81-28:2018 (List part as applicable) Safety rules for the construction and installation of lifts. Lifts for the transport of persons and goods. Remote alarm on passenger and goods passenger lifts (ensure relevant version and amendments listed as applicable)</p>	<p>Inspection Procedure</p> <p>Specific inspection and maintenance checklists should be supplied to cover lift</p> <p>Annual Inspection in accordance with NZS 4332: 1997 Non-domestic passenger and goods lifts (original version), Part 4, Section 69.</p> <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure safe and suitable use.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner’s logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install.</p> <p>Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council.</p> <p>All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS8/2 Platform, low speed and service lifts</p>	<p>NZS 4334:2012 Platform lifts and low speed lifts (original version)</p> <p>NZS 4332: 1997 Non-domestic passenger and goods lifts (original version), as modified by D2/AS1 (Second edition, Amendment 7, dated Jan 2017).</p>	<p>Inspection Procedure</p> <p>Specific inspection and maintenance checklists should be supplied to cover lift</p> <p>Annual Inspection in accordance with NZS 4332: 1997 Non-domestic passenger and goods lifts (original version), Part 4, Section 69.</p> <p>Reference NZS 4334:2012 Platform lifts and low speed lifts (original version) Appendix A</p> <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure safe and suitable use.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner's logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS8/3 Escalators and moving walks</p>	<p>EN 115.1:2008 Safety of escalators and moving walks Part 1: Construction and installation (Amendment 1 dated May 2010) EN 115.1:2017 Safety of escalators and moving walks Part 1: Construction and installation (original version)</p>	<p>Inspection Procedure</p> <p>Specific inspection and maintenance checklists should be supplied to cover escalators/moving walks</p> <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure safe and suitable use.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner's logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS9 Mechanical ventilation or air conditioning systems</i></p>	<p>NZS 4303:1990 Ventilation for acceptable indoor air quality (original version)</p> <p>AS/NZS 3666.1:2011 Air-handling and water systems of buildings - Microbial control – Part 1 Design, installation and commissioning (original version)</p> <p>AS 1668.2:2002 The use of ventilation and air-conditioning in buildings. Part 2 Ventilation design for indoor air contaminant control (original version)</p> <p>AS 1668.2:2012 The use of ventilation and air-conditioning in buildings - Part 2: Mechanical ventilation in buildings (original version, re-issued incorporating Amendment 1 dated Oct 2013, re-issued incorporating Amendment 2 dated Dec 2016).</p>	<p>Inspection Procedure</p> <p>Operational and maintenance manuals should be supplied covering inspection and maintenance. These may include the following standards:</p> <p>AS/NZS 3666.2:2011 Air-handling and water systems of buildings - Microbial control - Part 2: Operation and maintenance (original version)</p> <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure effective operation and preservation of any inbuilt safety features.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner’s logbook for quarterly inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS10 Building maintenance units e.g. Gantry</i></p>	<p><i>For travelling ladders and gantries</i> BS 6037-2: 2004 Code of practice for the planning, design, installation and use of permanently installed access equipment. Travelling ladders and gantries</p> <p><i>For suspended access equipment</i> BS 6037-1:2017 Planning, design, installation and use of permanently installed access equipment. Code of practice, Suspended access equipment</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, one or more of the following referenced Standards or documents could be used.</p> <ul style="list-style-type: none"> • BS 6037-1:2017 Planning, design, installation and use of permanently installed access equipment. Code of practice, Suspended access equipment • BS 6037-2: 2004 Code of practice for the planning, design, installation and use of permanently installed access equipment. Travelling ladders and gantries • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure safe and suitable operation.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS11 Laboratory fume cupboards</i></p>	<p>AS/NZS 2243.8: 2014 Safety in laboratories - Fume cupboards (original version)</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, one or more of the following referenced Standards or documents could be used.</p> <ul style="list-style-type: none"> • For ducted fume cupboard systems, the content of the inspections should be in accordance with AS/NZS 2243.8: 2014 Safety in laboratories - Fume cupboards (original version) Section 5 • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure safe and suitable operation.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner's logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS12 Audio loops or other assistive listening systems</i></p>	<p>AS 60118.4: 2007 Hearing aids Part 4: Magnetic field strength in audio frequency induction loops for hearing aid purposes (original version)</p> <p>IEC 60118.4:2014 Electroacoustics - Hearing aids - Part 4: Induction-loop systems for hearing aid purposes - System performance requirements (original version)</p> <p>Specifically designed solution -detailing level of performance.</p>	<p>Inspection Procedure</p> <p>Specific inspection, maintenance, and reporting procedures, AS 60118.4: 2007 / IEC 60118.4:2014 standards could form basis of procedures.</p> <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be applied to ensure continued effective operation during occupation of the building.</p> <p>Reporting Procedure</p> <p>A test report shall be completed and results entered into the owner's logbook for inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with design. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p><i>SS13: Smoke control systems</i></p>	<p>AS/NZS 1668.1:2015 The use of ventilation and air conditioning in buildings - Part 1: Fire and smoke control in buildings (Amendment 1, dated Dec 2018)</p> <p>BS EN 12101-1: 2005 Smoke and heat control systems. Specification for smoke barriers (Amendment 1 dated Jan 2006)</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, the following referenced Standard or document could be used.</p> <ul style="list-style-type: none"> • AS 1851: 2012 Routine service of fire protection systems and equipment (re-issued incorporating Amendment 1 Nov 2016) Section 13. • AS/NZS 1668.1:2015 The use of ventilation and air conditioning in buildings - Part 1: Fire and smoke control in buildings (original version) Section 9 • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so <p>Maintenance Procedure</p> <p>Planned and preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection standard and/or document, and ensure effective operation for the duration in the event of a fire.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner's logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<i>SS14 - Emergency power systems</i>		
SS14/1: Emergency power systems	<p>The performance standard is based upon the type of system. It can include: NZS 6104: 1981 Specification for emergency electricity supply in buildings (original version)</p> <p>Specifically, designed solution - please specify:</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, one or more of the following referenced Standards or documents could be used.</p> <ul style="list-style-type: none"> • NZS 6104: 1981 Specification for emergency electricity supply in buildings (original version) • The inspection procedures for emergency power systems referenced in SS 1–13 • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so <p>Maintenance Procedure</p> <p>Planned preventative and responsive maintenance should be carried out in accordance with AS 6104, to ensure the system will operate as required in the event that the primary power supply fails.</p> <p>Reporting Procedure</p> <p>Annually, a test report shall be completed and results entered into the owner’s logbook, which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with its original install. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS14/2 Signs relating to specified systems</p>	<p>Refer to the nominated performance standard for the given specified system, unless stated as F8/AS1 (Amendment 4, dated Jan 2017) in the 'signage' field of specified systems 1-13</p>	<p>Inspection Procedure</p> <p>Annually to ensure:</p> <ul style="list-style-type: none"> • they are of the correct type; • present and in the right location; • legible. <p>Maintenance Procedure</p> <p>Responsive maintenance should be carried out to ensure signs remain correctly positioned, clean, securely fixed, not damaged and legible and where appropriate ensure the escape route is identified.</p> <p>Reporting Procedure</p> <p>Annually, a report shall be completed and results entered into the owner's logbook, which records the results together with a list of non-complying features and corrective measures necessary to return the system to comply. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<i>SS15 Other fire safety systems or features</i>		
<p>SS15/1 Systems for communicating spoken information intended to facilitate evacuation</p>	<p>NZS 4512: 2010 Fire detection and alarm systems in buildings (original version)</p> <p>AS 1670.4:2018 Fire detection, warning, control and intercom systems — System design, installation and commissioning, Part 4: Emergency warning and intercom systems (Amendment 1 dated 2021).</p>	<p>Inspection Procedure</p> <p>Depending on the type of installation and its performance standard, one or more of the following referenced Standards or documents could be used.</p> <ul style="list-style-type: none"> • NZS 4512: 2010 Fire detection and alarm systems in buildings (original version) refer Section 604 • AS 1851:2012 Routine service of fire protection systems and equipment (original version) • A specifically-designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so <p>Maintenance Procedure</p> <p>Planned preventative maintenance and responsive maintenance should be carried out in accordance with the nominated performance and inspection Standard or document, and to ensure the system will operate as required in the event of a fire.</p> <p>Reporting Procedure</p> <p>An inspection shall be completed and results entered into the owner’s logbook for inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with the above requirements. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS15/2 Final exits</p>	<p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 2 dated 5 Nov 2020) Paragraph 3.15</p> <p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 3 dated 2 Nov 2023) Paragraph 3.15</p> <p>C/VM2:2012 (Amendment 6 dated 5 Nov 2020) Specific parts to be referenced relevant to building</p> <p>C/VM2:2012 (Amendment 7 dated 2 Nov 2023) Specific parts to be referenced relevant to building</p>	<p>Inspection Procedure</p> <p>Daily if required, monthly and annually to ensure the doors are not:</p> <ul style="list-style-type: none"> • barred; • locked; • blocked. <p>And that door-locking devices:</p> <ul style="list-style-type: none"> • are clearly visible; • are easily operated without the use of a key; • do not prevent or override the direct operation of panic bolts fitted to any door. <p>Maintenance Procedure</p> <p>Responsive maintenance should be carried out to ensure the occupants are not prevented from leaving the building in the event of emergency.</p> <p>In particular, the final exits should be maintained to ensure they are:</p> <ul style="list-style-type: none"> • clearly identified; • free of obstructions; • unlocked; • easily used. <p>Reporting Procedure</p> <p>An inspection shall be completed and results entered into the owner's logbook for monthly and annual inspections. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with the above requirements. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

<p>SS15/3 Fire separations</p>	<p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 2 dated 5 Nov 2020) Paragraph 2.3</p> <p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 3 dated 2 Nov 2023) Paragraph 2.3</p> <p>C/VM2:2012 (Amendment 6 dated 5 Nov 2020) Specific parts to be referenced relevant to building</p> <p>C/VM2:2012 (Amendment 7 dated 2 Nov 2023) Specific parts to be referenced relevant to building</p> <p>AS/NZS 1905.1:1997 Components for the protection of openings in fire-resistant walls - Fire-resistant doorsets (original version)</p> <p>Specifically, designed solution - please specify:</p>	<p>Inspection Procedure</p> <p>Monthly inspections.</p> <p>The fire separations should be visually inspected for:</p> <ul style="list-style-type: none"> • signs for damage or deterioration that could adversely affect their smoke control function, particularly with respect to closures, exposed smoke-stopping and surface finish; • new penetrations without suitable smoke-stopping. <p>Inspection to be carried out to ensure smoke doors forming part of an escape route can be opened and are not:</p> <ul style="list-style-type: none"> • locked; • barred; • blocked. <p>Monthly and annual inspections.</p> <p>The fire separations are to be inspected to ensure:</p> <ul style="list-style-type: none"> • doors are not damaged or obstructed; • door leaves close and latch automatically from any position; • double-acting doors and double-leaf doors stop with the leaves in line with the frame, and seals are in contact at meeting stile and/or frame; • smoke control door seals are intact and provide continuous contact; • door leaves on self-closers shut with an acceptable closing force; • hardware is securely fixed; • no unauthorised hardware is fitted; • doors in exitways can be opened without keys to allow ready egress from the building at all times; • doors or windows are not held open by methods other than hold-open devices that comply with the Building Code and are in good working order; • doors have not been relocated without suitable fire-stopping in the ceiling spaces.
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		<p>Maintenance Procedure</p> <p>Responsive maintenance should be carried out to ensure fire separations prohibit the spread of fire and, in the case of fire doors occupants are not prevented from leaving the building in the event of an emergency. In particular, the remedy of any defect identified.</p> <p>Reporting Procedure</p> <p>An inspection shall be completed and results entered into the owner's logbook monthly and annually. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with the above inspection requirements. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>
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Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
<p>SS15/4 Signs for communicating information intended to facilitate evacuation</p>	<p>F8/AS1 (Amendment 4, Jan 2017)</p> <p>AS 2293.1-2005 Emergency escape lighting & exit signs for buildings, Part 1: System design, installation & operation (Amendment 2, dated Aug 2014), & AS 2293.3-2005 Part 3: Emergency escape luminaries & exit signs (Amendment 2, dated Dec 2012), as modified by Appendix B of F6/AS1 (Third Edition, Amendment 4, dated Jan 2017)</p> <p>Ecoglo Photoluminescent Exit Signs Alternative Solution to F8 Signs – as per Technical Justification Alternative Solution V19.1.</p>	<p>Inspection Procedure</p> <p>Monthly for illuminated signs to ensure:</p> <ul style="list-style-type: none"> • they are of the correct type; • present and in the right location; • legible. <p>Illuminated signs also to follow inspection requirements in SS4.</p> <p>Annually to ensure:</p> <ul style="list-style-type: none"> • they are of the correct type; • present and in the right location; • legible. <p>Maintenance Procedure</p> <p>Responsive maintenance should be carried out to ensure signs remain correctly positioned and legible and where appropriate ensure the escape route is identified.</p> <p>Reporting Procedure</p> <p>An inspection shall be completed and results entered into the owner’s logbook monthly and annually. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with the above inspection requirements. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>

<p>SS15/5 Smoke separations</p>	<p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 2 dated 5 Nov 2020) Specific parts to be referenced relevant to building</p> <p>C/AS2:2019 Acceptable Solution for Buildings other than Risk Group SH (Amendment 3 dated 2 Nov 2023) Specific parts to be referenced relevant to building</p>	<p>Inspection Procedure</p> <p>Monthly and Annual inspections.</p> <p>The smoke separations should be visually inspected for:</p> <ul style="list-style-type: none"> • signs for damage or deterioration that could adversely affect their smoke control function, particularly with respect to closures, exposed smoke-stopping and surface finish; • new penetrations without suitable smoke-stopping. <p>Inspection to be carried out to ensure smoke doors forming part of an escape route can be opened and are not:</p> <ul style="list-style-type: none"> • locked; • barred; • blocked. <p>Monthly and annual inspections.</p> <p>The smoke separations are to be inspected to ensure:</p> <ul style="list-style-type: none"> • doors are not damaged or obstructed; • door leaves close and latch automatically from any position; • double-acting doors and double-leaf doors stop with the leaves in line with the frame, and seals are in contact at meeting stile and/or frame; • smoke control door seals are intact and provide continuous contact; • door leaves on self-closers shut with an acceptable closing force; • hardware is securely fixed; • no unauthorised hardware is fitted; • doors in exitways can be opened without keys to allow ready egress from the building at all times; • doors or windows are not held open by methods other than hold-open devices that comply with the Building Code and are in good working order; • doors have not been relocated without suitable smoke-stopping in the ceiling spaces.
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Specified System SS	Possible Performance Standard	Possible Inspection, Maintenance and Reporting Procedure
		<p>Maintenance Procedure</p> <p>Responsive maintenance should be carried out to ensure smoke separations prohibit the spread of smoke and, in the case of smoke doors occupants are not prevented from leaving the building in the event of an emergency. In particular, the remedy of any defects identified.</p> <p>Reporting Procedure</p> <p>An inspection shall be completed and results entered into the owner's logbook monthly and annually. Annually, a test report shall be completed which records the results of tests and inspections together with a list of non-complying features and corrective measures necessary to return the system to comply with the above inspection requirements. Annually, a Form 12A is to be filled out. Original to stay with this document and copied to the Tasman District Council. All reports must be kept at ***** & kept for a minimum of 2 years.</p>