

Specified Systems installation checklist

Section 45(1)(g) of the Building Act requires that 'An application for a building consent must be accompanied by either one of the following: (i) if a compliance schedule is required as a result of the building work, a list of all specified systems for the building; or (ii) if an amendment to an existing compliance schedule is required as a result of the building work, a list of all specified systems that are being—(A) altered in the course of the building work:(B) added to the building in the course of the building work: (C) removed from the building in the course of the building work.

List of approved specified systems included in the building consent									
Site address									
Building consent number (if known)									
Building name									
Building total occupancy		Building activity	CS	CL	CO	CM	SC	SD	SA
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			SR	SH	WL	WM	WH	WF	IA
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Current, lawfully established use		Risk group	SH	SM	SI	CA	WB	WS	VP
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Key to type of compliance schedule	<input type="checkbox"/> New building - new compliance schedule <input type="checkbox"/> Existing building with compliance schedule - amended compliance schedule - Please enter WOF# _____ <input type="checkbox"/> Existing building no previous compliance schedule - new compliance schedule								
Where known at time of BC application please include the following details of property/building manager whom will be in charge of maintaining the specified systems. This information will be replicated onto the Compliance Schedule and Compliance Schedule Statement.									
Contact details	Contact Person								
	Phone Number								
	Email Address								
Location where the BWOFF manual is kept									
The Compliance Schedule must contain the following specified systems and comply with the performance standards for those systems required by the building code.									
Definition of terms:	Added	A new system or feature is being installed in to a new or existing building or a compliance schedule is being issued for the first time, for an existing building which has specified systems installed it							
	Altered	A system or feature is being modified or altered to an existing building resulting in an amendment to an existing compliance schedule							
	Removed	A system or feature is being removed from existing building resulting in an amendment to an existing compliance schedule							
	Extended	A system or feature is being extended into areas not previously covered resulting in an amendment to the existing compliance schedule							

Please note:

The likely *inspection, maintenance and reporting* (IMR) standard will be alongside the nominated performance Standard – where the nominated performance Standard has no matching IMR then another standard or *Inspection and maintenance* regime will need to be nominated.

SS 3/1 Automatic doors			
<input type="checkbox"/> Not Applicable This application will not contain any Automatic doors <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system not being extended		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
System description: <input type="checkbox"/> Automatic sliding doors <input type="checkbox"/> Powered doors for pedestrian access and egress <input type="checkbox"/> Automatic revolving doors			
Location(s): <i>Please specify where the <u>Auto doors are to be installed, altered or extended</u></i>			
<input type="checkbox"/> Interconnected with another SS item: (e.g. SS2 automatic fire alarm)			
Performance standards: (select an option)		Maintenance procedures: (select an option)	
<input type="checkbox"/> NZS 4239:1993 Automatic sliding door assemblies. <input type="checkbox"/> AS 4085:1992 Automatic sliding door assemblies. <input type="checkbox"/> AS 5007:2007 Powered doors for pedestrian access and egress <input type="checkbox"/> AS/NZS 4290:1995.1 Design and installation of revolving doors. <input type="checkbox"/> Other (please state)		<input type="checkbox"/> NZS 4239:1993 Appendix A <input type="checkbox"/> AS 4085:1992 Appendix A <input type="checkbox"/> AS 5007:2007 Section 7 <input type="checkbox"/> AS/NZS 4290:1995 Appendix B <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details to be provided) <input type="checkbox"/> Manufacturers manual / procedures Full inspections and maintenance procedures in accordance with the details on page 22 - 23 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> Other (please state)	
Inspection procedures (select an option)			
Frequency of inspections:	Daily (When in use Crowd type buildings)	Monthly for all other uses	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably Qualified Person	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably Qualified Person	Independent qualified person

SS 3/3 Interfaced fire or smoke doors or windows			
<input type="checkbox"/> Not Applicable This application will not contain any Interfaced fire or smoke doors or windows <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system not being extended		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
System description: <input type="checkbox"/> Automatic sliding doors <input type="checkbox"/> Powered doors for pedestrian access and egress <input type="checkbox"/> Automatic revolving doors			
Location(s): Please specify where the <i>Interfaced fire or smoke doors or windows</i> are to be installed, altered or extended			
<input type="checkbox"/> Interconnected with another SS item: (e.g. SS2 automatic fire alarm)			
Performance standards: (select an option)		Maintenance procedures: (select an option)	
<input type="checkbox"/> NZS 4520:2010 (<i>Fire-resistant doorsets</i>) <input type="checkbox"/> AS 2220: 1989 (<i>Emergency warning and intercommunication systems in building</i>) <input type="checkbox"/> NZS 4232:1988 (<i>Performance criteria for fire resisting enclosures</i>) <input type="checkbox"/> AS/NZS 1905.1:1997 (<i>Components for the protection of openings in fire-resistant walls - Fire-resistant doorsets</i>) <input type="checkbox"/> AS 4178:1994 (<i>Electromagnetic door holders</i>) <input type="checkbox"/> NZS4512:2010 (<i>Electromagnetic door holders</i>) <input type="checkbox"/> NZS4512:2021 (<i>Electromagnetic door holders</i>) <input type="checkbox"/> Specifically designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> Other (please state)		<input type="checkbox"/> NZS 4520:2010 Section 7 <input type="checkbox"/> AS2220:1989 Section 5 <input type="checkbox"/> AS 1851:2012 Appendix D <input type="checkbox"/> AS 1851:2012 Appendix D <input type="checkbox"/> AS 4178:1994 Section 4 <input type="checkbox"/> NZS4512:2010 Part 6 <input type="checkbox"/> NZS4512:2021 Part 6 <input type="checkbox"/> Manufacturers manual / procedures Full inspections and maintenance procedures in accordance with the details on page 24 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> Other (please state)	
Inspection procedures			
Frequency of inspections:	Daily (When in use Crowd type buildings)	Monthly for all other uses	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably Qualified Person	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably Qualified Person	Independent qualified person

SS 4 Emergency lighting systems		
<input type="checkbox"/> Not Applicable This application will not contain any Emergency lighting systems <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system not being extended		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please specify where the emergency lighting are to be installed, altered or extended (e.g. Refer to marked up floor plan)		
<input type="checkbox"/> Interconnected with another SS item: (e.g. SS2 automatic fire alarm)		
Performance standards: (select an option)		Maintenance procedures: (select an option)
<input type="checkbox"/> AS/NZS 2293:2018 <input type="checkbox"/> AS 2293:2005 <input type="checkbox"/> AS/NZS 2293:1995 <input type="checkbox"/> NZS 6742 (older systems installed between 1971 to 1995) <input type="checkbox"/> Other (please state)		<input type="checkbox"/> AS/NZS 2293:2.2019 <input type="checkbox"/> AS/NZS 2293:2.1995 (Applies to 2005 and 1995 standards) <input type="checkbox"/> Manufacturers manual / procedures Full inspections and maintenance procedures in accordance with the details on page 25 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> Other (please state)
Inspection procedures		
Frequency of inspections:	6-monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS 5 Escape route pressurisation systems		
<input type="checkbox"/> Not Applicable This application will not contain any Escape route pressurisation systems <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system not being extended		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please specify where the escape route pressurisation system is to be located. (e.g. Refer to marked up floor plan)		
<input type="checkbox"/> Interconnected with another SS item: (e.g. SS2 automatic fire alarm)		
Performance standards: (select an option)		Maintenance procedures: (select an option)
<input type="checkbox"/> AS/NZS 1668.1:1998 Part 8 <input type="checkbox"/> AS/NZS 1668.1.2015 Part 8 <input type="checkbox"/> Other (please state)		<input type="checkbox"/> AS 1851:2012 (use AS 1851:2012 for either AS/NZS 1668 standards) <input type="checkbox"/> Other (please state)
Inspection procedures		
Frequency of inspections:	6-monthly or	Annually
Maintained and inspected by:	Independent qualified person	Independent qualified person

SS 6 Riser mains for use by fire services	
<input type="checkbox"/> Not Applicable This application will not contain any Riser mains for use by fire services <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed	
Completely new system: <input type="checkbox"/> New system not being extended	System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please specify where the Riser main/s are to be located. (e.g. Refer to marked up floor plan)	
<input type="checkbox"/> Interconnected with another SS item: <input type="checkbox"/> Yes <input type="checkbox"/> No (list)	
Performance standards: (select an option)	Maintenance procedures: (select an option)
<input type="checkbox"/> NZS 4510:2008 <input type="checkbox"/> NZS 4510:1998 <input type="checkbox"/> NZS 4510:1978 <input type="checkbox"/> Other (please state)	<input type="checkbox"/> NZS 4510:2008/ 1998/ 1978 Part 9 <i>The year of the performance standard will also be the year of the Inspection, maintenance and reporting.</i> <input type="checkbox"/> AS 1851:2005 Section 4 <input type="checkbox"/> Other (please state)
Inspection procedures	
Frequency of inspections:	Annually
Maintained and inspected by:	Independent qualified person

SS 7 Automatic back-flow preventers connected to a potable water supply	
<input type="checkbox"/> Not Applicable This application will not contain any Automatic back-flow preventers connected to a potable water supply <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed	
Completely new system: <input type="checkbox"/> New system - not being changed	System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please specify where any/all backflow preventers are to be located. (e.g. Refer to marked up floor plan)	
Performance standards: (select an option)	Maintenance procedures: (select an option)
<input type="checkbox"/> AS/NZS 2845.1:1998 <input type="checkbox"/> AS/NZS 2845.1:2010 <input type="checkbox"/> AS/NZS 2845.1:2022 <input type="checkbox"/> AS/NZS 3500.1:2021 section 4 <input type="checkbox"/> Unites States Environmental Protection Agency "Cross Contamination Control Manual". <input type="checkbox"/> NZBC G12.3.2 Acceptable solution G12/AS1 Amendment 12:2019 <input type="checkbox"/> Other (please state)	<input type="checkbox"/> Field testing and maintenance of testable devices as specified by AS/NZS 2845.3: 1998/ 2010/ 2022 <i>The year of the performance standard will also be the year of the Inspection, maintenance and reporting</i> <input type="checkbox"/> NZ backflow testing standard 2011 <input type="checkbox"/> Manufacturers manual / procedures Full inspections and maintenance procedures in accordance with the details on page 28 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> Other (please state)
Inspection procedures	
Frequency of inspections:	Annually
Maintained and inspected by:	Independent qualified person

SS 8 Lifts, escalators, travellers, or other systems for moving people or goods within buildings			
<input type="checkbox"/> Not Applicable This application will not contain any Lifts, escalators, travellers, or other systems for moving people or goods within buildings <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system:		System is to be modified by: <i>(select as required)</i>	
<input type="checkbox"/> New system - not being changed		<input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Please specify where any/all systems for moving people or goods within buildings are to be located. (e.g. Refer to marked up floor plan)</i>			
<input type="checkbox"/> Interconnected with the automatic fire alarm		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> FENZ (Fire and Emergency NZ) Lift Control		<input type="checkbox"/> Yes <input type="checkbox"/> No	
SS8/1 Passenger and goods lift/s to be installed			<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> EN 81-20: 2014 - Modified by D2/AS1 Amendment 7 (2017) <input type="checkbox"/> Part 1 (Electric Lifts) <input type="checkbox"/> Part 2 (Hydraulic Lifts) <input type="checkbox"/> Part 40 (Stair lifts and inclined platforms) <input type="checkbox"/> NZS 4332:1997 (Non-domestic passenger and goods lift) - modified by D2/AS1 Amendment 7 (2017) <input type="checkbox"/> AS 1735:1990 (lifts, escalators and moving walks) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> Inspections and tests carried out annually in accordance with EN 81-20, Annex C.1 <input type="checkbox"/> Inspections and maintenance procedures carried out in accordance with the requirements of the checklist on pages 29 - 32 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> AS 1735:1990 <input type="checkbox"/> Other <i>(please state)</i>	
SS8/2 Platform lifts and low-speed lift/s to be installed			<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> NZS 4334:2012 - modified by D2/AS2 Amendment 7 (2017) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> Appendix A of NZS 4334:2012 <input type="checkbox"/> Inspections and maintenance procedures carried out in accordance with the requirements of the checklist on pages 33 - 35 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here <input type="checkbox"/> Other <i>(please state)</i>	
SS8/3 Escalators and moving walk/s to be installed			<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> EN 115.1:2008 as modified by D2/AS3 Amendment 7 (2017) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> EN 115.1: 2008 Clause 7.3 <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures			
Frequency of inspections:	Annually	Maintained and inspected by:	Independent qualified person

SS 9 Mechanical ventilation or air conditioning systems

- Not Applicable** This application will not contain any Mechanical ventilation or air conditioning systems
- Applies** This System is to be installed, altered/extended or removed

Completely new system:	System is to be modified by: <i>(select as required)</i>
<input type="checkbox"/> New system - not being changed	<input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed

Location(s): *Please specify where any/all Mechanical ventilation or air conditioning systems are to be located. (e.g. Refer to marked up ventilation plan/s)*

- System description:**
- Toilet extract system servicing multiple facilities
 - Ducted ventilation or air conditioning system
 - Spray booth ventilation system where the booth forms all or part of the building
 - Air-handling system that maintains a differential air pressure in a hospital operating theatre, medical isolation room, quarantine facility or pharmaceutical manufacturing plant
 - Cooling-water system incorporating one or more cooling towers or evaporative condensers
 - Air-handling system required to function in smoke management or smoke clearance mode during a fire
 - System incorporating one or more solid liquid or gas-fired boilers
 - System containing one or more electric heating elements mounted in air handling units or ducts located outside the occupied space
 - Split air conditioning unit that introduces fresh air into the building
 - Dust extract system in a building that is not part of the building
 - Other: [specify]

Interconnected with another SS item: *(e.g. SS2 automatic fire alarm)*

SS9/1 Mechanical Ventilation to be installed Yes No

Performance standards: <i>(select an option)</i>	Maintenance procedures: <i>(select an option)</i>
<input type="checkbox"/> NZS 4303:1990 <i>(Mechanical ventilation)</i> <input type="checkbox"/> AS 1668.2:2002 <i>(Air-handling system)</i> <input type="checkbox"/> AS 1668.2:2002 <i>(Mechanical ventilation)</i> <input type="checkbox"/> Other <i>(please state)</i>	<input type="checkbox"/> AS/NZS 3666.2:2011 <i>(use this IMR for NZS4303)</i> <input type="checkbox"/> AS1851:2012 Section 18 <i>(use this IMR for any AS1668 performance standard unless specific design).</i> <input type="checkbox"/> AS/NZS 1668.1:2015 <i>(Fire and smoke control only)</i> <input type="checkbox"/> Other <i>(please state)</i>

SS9/2 HVAC system to be installed Yes No

Performance standards: <i>(select an option)</i>	Maintenance procedures: <i>(select an option)</i>
<input type="checkbox"/> AS/NZS 1668.1:1998 <i>(fire and smoke control)</i> <input type="checkbox"/> AS/NZS 1668.1.2015 <i>(fire and smoke control)</i> <input type="checkbox"/> AS 1668.2:2002 <i>(Air conditioning)</i> <input type="checkbox"/> AS/NZS 3666.1:2011 <i>(Air-handling system)</i> <input type="checkbox"/> AS/NZS 3666.2:2011 <i>(Air-handling system – microbial control)</i> <input type="checkbox"/> NZS4302:1987 <i>(Air conditioning)</i> <input type="checkbox"/> Other <i>(please state)</i>	<input type="checkbox"/> AS/NZS 3666.2:2011 <i>(use this IMR for AS/NZS1668 and/or AS/NZS 3666)</i> <input type="checkbox"/> Inspections and testing to ensure adequate chemical control is being achieved in the water in cooling towers to be performed as detailed on pages 39 – 40 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3. Click here <i>(use this IMR for NZS4302)</i> <input type="checkbox"/> Other <i>(please state)</i>

SS9/2 CO detection in enclosures used by vehicles <input type="checkbox"/> Yes <input type="checkbox"/> No		
Performance standards: <i>(select an option)</i>	Inspection and maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> AS 1668.2:2002 <input type="checkbox"/> Other <i>(please state)</i>	<input type="checkbox"/> AS 1668.2 Supplement 1-2002 Appendix M <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures		
Frequency of inspections:	Monthly or	Annually
Maintained and inspected by:	Independent qualified person	Independent qualified person
SS9/2 Spray Booth <input type="checkbox"/> Yes <input type="checkbox"/> No		
Performance standards: <i>(select an option)</i>	Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> AS/NZS 4114:2003 Part 1: Design, construction and testing. <input type="checkbox"/> Other <i>(please state)</i>	<input type="checkbox"/> AS/NZS 4114:2020 Section 5 <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures		
Frequency of inspections:	3 monthly or	Annually
Maintained and inspected by:	Independent qualified person	Independent qualified person

SS 10 Building maintenance units providing access to exterior and interior walls of buildings		
<input type="checkbox"/> Not Applicable This application will not contain any Building maintenance units providing access to exterior and interior walls of buildings <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system - not being changed	System is to be modified by: <i>(select as required)</i> <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Please specify where the building maintenance units are to be located. (e.g. Refer to marked up floor plan)</i>		
Performance standards: <i>(select an option)</i>	Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> BS 6037.1:2017 <i>(Suspended access equipment - historic stds 1990 & 2003)</i> <input type="checkbox"/> BS 6037.2:2004 <i>(Travelling ladders and gantries)</i> <input type="checkbox"/> Other <i>(please state)</i>	<input type="checkbox"/> BS 6037.1:2017 Section 20 for suspended access equipment <input type="checkbox"/> BS 6037.2:2004 for travelling ladders and gantries <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures		
Frequency of inspections:	3 monthly or	Annually
Maintained and inspected by:	Independent qualified person	Independent qualified person

SS11 Laboratory fume cupboards		
<input type="checkbox"/> Not Applicable This application will not contain any laboratory fume cupboards <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please show where the laboratory fume cupboard is to be located within the building.		
Performance standards: (select an option)		Maintenance procedures: (select an option)
<input type="checkbox"/> AS/NZS 2243.8:2014 (Ducted fume cupboard systems - historic standards 2001 & 2006. Please mark as other.) <input type="checkbox"/> AS/NZS 2243.1:2005 (Local ventilation systems - fume hoods and plenums) <input type="checkbox"/> Other (please state)		<input type="checkbox"/> AS/NZS 2243.8:2014, 2006, 2001 The year of the performance standard will also be the year of the Inspection, maintenance and reporting <input type="checkbox"/> AS/NZS 2243.1:2005 for local ventilation systems <input type="checkbox"/> Other (please state)
Inspection procedures		
Frequency of inspections:	<input type="checkbox"/> Monthly or	<input type="checkbox"/> Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	<input type="checkbox"/> Independent qualified person

SS 12 Audio loops or other assistive listening systems		
<input type="checkbox"/> Not Applicable This application will not contain any audio loops or other assistive listening systems <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): Please specify where within the building that the Audio loops or other assistive listening systems are to be located. (e.g. Refer to marked up floor plan)		
Performance standards: (select an option)		Maintenance procedures: (select an option)
<input type="checkbox"/> AS 60118.4:2007 (Audio loops) <input type="checkbox"/> AS 1088.4:1987 (Audio loops) <input type="checkbox"/> Specific design to meet Appendix H, NZS 4121:2001 <input type="checkbox"/> Other (please state)		<input type="checkbox"/> AS 60118:2007 As per manufacturers recommendations <input type="checkbox"/> AS 1851:2005 Section 9 <input type="checkbox"/> Inspections and maintenance procedures in accordance with the details on pages 45 – 44 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> Other (please state)
Inspection procedures		
Frequency of inspections:	<input type="checkbox"/> 6 monthly or	<input type="checkbox"/> Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	<input type="checkbox"/> Independent qualified person

SS 13 Smoke control systems			
<input type="checkbox"/> Not Applicable This application will not contain any smoke control systems <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system:		System is to be modified by: <i>(select as required)</i>	
<input type="checkbox"/> New system - not being changed		<input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Please specify where within the building that the smoke control systems are to be located. (e.g. Refer to marked up floor plan)</i>			
<input type="checkbox"/> Interconnected with another SS item: <i>(e.g. SS2 automatic fire alarm)</i>			
SS13/1 Mechanical Smoke Control			<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> AS/NZS 1668.1:1998 Fire and smoke control in ventilation systems <input type="checkbox"/> AS/NZS 1668.1.2015 Fire and smoke control in ventilation systems <input type="checkbox"/> AS 1682.1:2012 Fire and smoke control in ventilation systems <input type="checkbox"/> Specifically designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> AS 1851:2012 Section 12 <input type="checkbox"/> AS 1851:2005 Section 17 <input type="checkbox"/> AS 1682.1:2012 Section 2.4 <input type="checkbox"/> In accordance with the details on pages 45 - 46 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures			
Frequency of inspections:	Monthly or	6 monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person	Independent qualified person
SS13/2 Natural Smoke Control			<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> AS/NZS 1668.1:1998 Fire and smoke control in ventilation systems <input type="checkbox"/> AS/NZS 1668.1.2015 Fire and smoke control in ventilation systems <input type="checkbox"/> C/AS2 Natural cross ventilation <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> AS 1851:2012 Section 13 <input type="checkbox"/> AS 1851:2005 Section 18 <input type="checkbox"/> C/AS2.4.1.3 Natural cross ventilation <input type="checkbox"/> In accordance with the details on pages 45 - 46 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures			
Frequency of inspections:	Monthly or	Annually	
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person	

SS13/3 Smoke Curtains		<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>
<input type="checkbox"/> AS/NZS 1668.1:1998 <input type="checkbox"/> AS/NZS 1668.1:2015 <input type="checkbox"/> EN 12101.1:2005 <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> AS 1851:2005 Section 18 <i>(Use this standard for AS/NZS 1668)</i> <input type="checkbox"/> In accordance with the details on pages 46 - 47 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> EN 12101.1:2005 <input type="checkbox"/> Other <i>(please state)</i>
Frequency of inspections:	6 monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS 14 Emergency power systems for, or signs relating to, a system or feature specified in any of SS 1 to SS 13 above	
<input type="checkbox"/> Not Applicable This application will not contain any Emergency power systems for, or signs relating to, a system or feature <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed	
Completely new system:	System is to be modified by: <i>(select as required)</i>
<input type="checkbox"/> New system - not being changed	<input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): <i>Please specify where within the building that the emergency power systems for, or signs relating to, a system or feature are to be located. (e.g. Refer to marked up floor plan)</i>	

SS 14/1 Emergency power system		<input type="checkbox"/> Yes <input type="checkbox"/> No
System description: Emergency power systems required for the following;		
<input type="checkbox"/> an engine alternator set for a sprinkler system pressure boost pump, <input type="checkbox"/> uninterruptible power supply for an emergency lighting system, <input type="checkbox"/> an engine alternator set for provisions of electrical supply to passenger lifts or <input type="checkbox"/> an engine alternator set for provision of electrical supply to a smoke clearance system <input type="checkbox"/> other <i>(please state)</i>		
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>
<input type="checkbox"/> NZS 6104:1981 <input type="checkbox"/> Specifically designed emergency power supply <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> NZS 6104:1981 Part 8 <input type="checkbox"/> As per manufacturers recommendations <input type="checkbox"/> Other <i>(please state)</i>
Inspection procedures		
Frequency of inspections:	Monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS14/2 signs relating to a system or feature specified in any of SS 1 to SS 13 Yes No

System description: Signs relating to:

<input type="checkbox"/> SS1	Automatic Systems for fire suppressant	<input type="checkbox"/> Sprinkler valve house <input type="checkbox"/> Sprinkler stop valve <input type="checkbox"/> Fire service inlet <input type="checkbox"/> Storage height warning signs <input type="checkbox"/> Aerosol warning signs <input type="checkbox"/> Gas flood system (indicative of gas used and safety instructions)
<input type="checkbox"/> SS2	Automatic or manual warning system	<input type="checkbox"/> Manual call point – how to operate – F8/AS1 clause 5.1 <input type="checkbox"/> Manual call point – NZS 4512:2021 Part 6
<input type="checkbox"/> SS3.1	Automatic door/s	<input type="checkbox"/> Indicator sign – AS 4085:1992 clause 2.4.6 <input type="checkbox"/> Emergency door release
<input type="checkbox"/> SS3.2	Access control door/s	<input type="checkbox"/> Emergency door release <input type="checkbox"/> Press to exit
<input type="checkbox"/> SS3.3	Interface fire or smoke doors or windows	Fire or smoke door. Signage installed in accordance with F8/AS1 clause 5.2
<input type="checkbox"/> SS4	Emergency lighting	Emergency lighting test switch
<input type="checkbox"/> SS6	Riser main	<input type="checkbox"/> Dry riser <input type="checkbox"/> Riser main located inside <input type="checkbox"/> Fire hydrant this stair – NZBC F8/AS1 clause 5.5 (b-d) <input type="checkbox"/> Fire hydrant this stair, outlets on () - F8/AS1 clause 5.5 (b-d)
<input type="checkbox"/> SS8.1	Passenger carrying lift	<input type="checkbox"/> Do not use in the event of fire <input type="checkbox"/> Occupancy load – NZBC F8/AS1 <input type="checkbox"/> Emergency telephone – how to use <input type="checkbox"/> This lift is fitted with “Fire and Emergency lift control”
<input type="checkbox"/> SS8.2	Service lifts	<input type="checkbox"/> Load rating <input type="checkbox"/> Goods lift only – passengers not permitted
<input type="checkbox"/> SS8.3	Escalators and moving walks	Signs shall be displayed at the entrance to escalators or moving walks in accordance with F8/AS1 clause 7.5 <ul style="list-style-type: none"> • Small children must be held firmly by adults • Hold the handrail • Stand facing the direction of travel • Keep feet away from sides
<input type="checkbox"/> SS10	Building maintenance units	Safety operating instructions
<input type="checkbox"/> SS11	Laboratory fume cupboards	<input type="checkbox"/> Warning label – AS/NZS 2243.8:2014 clause 2.12 <input type="checkbox"/> Identification labels – AS/NZS 2243.8:2014 clause 2.12 <input type="checkbox"/> Safe operating instructions (manufacturers recommendations or specific design)

<input type="checkbox"/> SS12	Audio loop	Assistive listening device symbol – NZBC F8/AS1 clause 6.3
	FM radio & infrared beam transmission systems	Assistive listening device symbol – NZBC F8/AS1 clause 6.3
<input type="checkbox"/> SS13.2	Natural smoke control	Automatic opening door/shutter
<input type="checkbox"/> SS13.3	Smoke control	Do not enter (<i>this must be displayed when smoke curtain is deployed</i>)
Performance standards: (<i>select an option</i>)		Maintenance procedures: (<i>select an option</i>)
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		Maintenance shall be carried out in accordance with the nominated performance & inspection standard of the associated systems, & to ensure signs remain correctly positioned, legible & replaced immediately should they be missing
Inspection procedures		
Frequency of inspections:	Monthly (where illuminated)	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS 15/1 System for communicating spoken information to facilitate evacuation.		
<input type="checkbox"/> Not Applicable This application will not contain any systems for communicating spoken information to facilitate evacuation <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system:	System is to be modified by: (<i>select as required</i>)	
<input type="checkbox"/> New system - not being changed	<input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Location of the systems for communicating spoken information to facilitate evacuation (e.g. Refer to marked up floor plan)</i>		
Performance standards: (<i>select an option</i>)		Maintenance procedures: (<i>select an option</i>)
<input type="checkbox"/> AS 1670.4:2004 (sound and intercom systems for emergencies) <input type="checkbox"/> NZS 4512:2021 (Fire detection and alarms in buildings) <input type="checkbox"/> NZS 4512: <i>historic standards 1981, 1994, 1997, 2003 & 2010 (Please indicate in other)</i> <input type="checkbox"/> AS 2220.2:1989 (Intercommunication systems within a building) <input type="checkbox"/> Other (<i>please state</i>)	<input type="checkbox"/> AS1670.4:2004 section 6 clause 6.4 <input type="checkbox"/> NZS 4512:2021 Part 6 <input type="checkbox"/> NZS 4512 <i>1981, 1994, 1997, 2003 & 2010 Part 6</i> <i>The year of the performance standard will also be the year of the Inspection, maintenance and reporting</i> <input type="checkbox"/> AS2220.2.1989 Appendix H <input type="checkbox"/> Other (<i>please state</i>)	
Inspection procedures		
Frequency of inspections:	Monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS 15/2 Final exit doors			
<input type="checkbox"/> Not Applicable This application will not contain any final exit doors <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: <i>(select as required)</i> <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Location of all final exit doors. (e.g. Refer to marked up floor plan)</i>			
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> NZBC C/AS2 Amendment 2 (2020) Paragraph 3.15 <input type="checkbox"/> NZS 1900 (for buildings built and as altered prior to the introduction of the Building Act) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> Inspections and maintenance procedures in accordance with the details on pages 49 - 50 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> NZS1900 chapter 5 clause 5.27- 5.30 <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures			
Frequency of inspections:	Daily (When in use Crowd type buildings)	Monthly for all other uses	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person
SS 15/3 Fire separations protecting a means of escape			
<input type="checkbox"/> Not Applicable This application will not contain any Fire separations protecting a means of escape <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: <i>(select as required)</i> <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): <i>Location of all fire separations protecting a means of escape. (e.g. Refer to marked up floor plan)</i>			
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>	
<input type="checkbox"/> NZS 1900 (for buildings built and as altered prior to the introduction of the Building Act) <input type="checkbox"/> Specific design <input type="checkbox"/> NZBC C5.1 (fire resistance) and C6.1 (fire doors), C/AS2 Amendment 2 (2020) <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> NZS1900 chapter 5 <input type="checkbox"/> AS 1851:2012 Section 17 <input type="checkbox"/> Manufacturer's specifications (GIB / KOROC etc.) <input type="checkbox"/> Owner to undertake visual inspection of fire partitions including doors to ensure their proper operation Inspections and maintenance procedures in accordance with the details on pages 50 – 51 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> Other <i>(please state)</i>	
Inspection procedures			
Frequency of inspections:	Daily (When in use Crowd type buildings)	Monthly for all other uses	Annually
Maintained and inspected by:	<input type="checkbox"/> IQP <input type="checkbox"/> Suitably qualified person	<input type="checkbox"/> IQP <input type="checkbox"/> Suitably qualified person	Independent qualified person

SS 15/4 Signs			
<input type="checkbox"/> Not Applicable This application will not contain any signs <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): specify location of all signs. (e.g. Refer to marked up floor plan)			
Performance standards: (select an option)		Maintenance procedures: (select an option)	
<input type="checkbox"/> NZBC F8/AS1 Amendment 4 Paragraph 4.0 <input type="checkbox"/> Other (please state)		<input type="checkbox"/> Inspection and maintenance procedures to ensure all signs are of the correct type, present in the right locations, legible, clearly visible and unobstructed. Signs shall be refurbished before they become illegible, and shall be replaced immediately should they be missing. Defects in illuminated signs shall be replaced immediately they are apparent. <input type="checkbox"/> Other (please state)	
Inspection procedures			
Frequency of inspections:		Monthly (where illuminated)	Annually
Maintained and inspected by:		<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person
SS 15/5 Smoke separations			
<input type="checkbox"/> Not Applicable This application will not contain any smoke separations protecting a means of escape <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed			
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: (select as required) <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed	
Location(s): specify location of all smoke separations. (e.g. Refer to marked up floor plan)			
Performance standards: (select an option)		Maintenance procedures: (select an option)	
<input type="checkbox"/> Specific design to meet the performance requirements in the definition of smoke separation in C/AS2 Amendment 2 (2020) <input type="checkbox"/> EN 12101.1:2005 <input type="checkbox"/> NZS 1900 for buildings built and altered prior to the introduction of the Building Act <input type="checkbox"/> Other (please state)		<input type="checkbox"/> Full inspection and maintenance procedures in accordance with the details on pages 51 - 52 in the Ministry of Business, Innovation and Employment Compliance Schedule Handbook, Amendment 3 Click here . <input type="checkbox"/> AS 1851:2012 Section 17 <input type="checkbox"/> EN 12101.1:2005 – C/AS2 smoke separations. <input type="checkbox"/> Other (please state)	
Inspection procedures			
Frequency of inspections:		Daily (When in use Crowd type buildings)	Monthly for all other uses
Maintained and inspected by:		<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person

SS 16 Cable cars		
<input type="checkbox"/> Not Applicable This application has no cable cars <input type="checkbox"/> Applies This System is to be installed, altered/extended or removed		
Completely new system: <input type="checkbox"/> New system - not being changed		System is to be modified by: <i>(select as required)</i> <input type="checkbox"/> Altered <input type="checkbox"/> Added <input type="checkbox"/> Extended <input type="checkbox"/> Removed
Location(s): <i>specify location of all signs. (e.g. Refer to marked up floor plan)</i>		
Performance standards: <i>(select an option)</i>		Maintenance procedures: <i>(select an option)</i>
<input type="checkbox"/> NZS 5270:2005 <input type="checkbox"/> Other <i>(please state)</i>		<input type="checkbox"/> Inspection and maintenance procedures for residential cable cars as specified by Appendix C and D, NZS 5270:2005. <input type="checkbox"/> Other <i>(please state)</i>
Inspection procedures		
Frequency of inspections:	6 Monthly or	Annually
Maintained and inspected by:	<input type="checkbox"/> Independent qualified person <input type="checkbox"/> Suitably qualified person	Independent qualified person