

Please provide the following Information

Date

If you need help to complete this form, consult the system provider or an IQP who is registered for the system above

Applicant Name

Building Name

Site Address

Classified Use

Existing Compliance Schedule Number(s) (if applicable)

Risk/Purpose Group

Fire Hazard Category

Total Occupant Load

Specified System Description (address items that apply)

Specified Systems	Existing	New	Modified	Removed
-------------------	----------	-----	----------	---------

Type	<p>Signs for one or more of the specified systems 1-13</p> <ul style="list-style-type: none"> SS 1 - Signs indicating max height at which goods may be stacked for sprinkler SS 2 – Sign instruction on how to operate a fire alarm call point SS 3 – Sign showing location of automatic door for accessibility SS 8 – Sign advising not to use the lift in the event of fire SS 8 – Sign indicating the lift’s rated load in persons and kilograms SS 8 – Sign showing location of lift for accessibility SS 12 – International symbol for deafness SS 13/2 Natural smoke control - operational signage for the ventilator Other SS and signage (specify)
------	---

Location Plan for Specified Systems and Records is attached	Yes	No
---	-----	----

No	Equipment Location	Make (main components)	Model
1			
2			
3			
4			
5			
6			
7			
8			

Standards (address items that apply)

Specifically designed solutions do not apply if the system has been installed against a specific Standard(s) / document

Performance / Installation

SS 1 - signs indicating max height at which goods may be stacked for sprinkler

Performance standard(s):

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & para 5.4.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & para 5.4.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & para 6.4.2.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & para 5.4.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & para 6.4.2.
- NZS 4541 (Year)

SS 2 - sign instruction on how to operate a fire alarm call point

Performance standard(s):

- NZS 4512:2010 Fire detection and alarm systems in buildings. Appendix E – Specification for manual call points.
- NZS 4512:1997 Fire alarm systems in buildings.
- NZS 4512:1981 Automatic fire alarm systems in buildings.
- NZS 2211:1968 Manual fire alarm systems for use in buildings.
- NZS 4512:2003 Fire detection and alarm systems in buildings.
- NZS 4512:1994 Fire alarm systems in buildings.
- NZS 4561:1973 Specification for manual fire alarm systems.

and / or;

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & para 5.1.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & para 5.1.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 4.1.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & para 5.1.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 4.1.

SS 3 - sign showing location of automatic door for accessibility

Performance standard(s):

- NZS 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities. Appendix E – International symbols.
- NZS 4121:1985 Code of practice for design for access and use of buildings and facilities by disabled persons

and / or;

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 6.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 6.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 5.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 6.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 5.0.

SS 3/1 - sign showing location of remote switch for automatic door

Performance standard(s):

- C/AS2 Acceptable Solution for Buildings other than Risk Group SH. 27 Oct 2019. Amd 1. para 3.15.2.

and;

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 4.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 4.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 3.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 4.0.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 3.0.

SS 3/3 - Sign showing interfaced fire or smoke doors or windows that have an auto-closer
Performance standard(s):

F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 5.2.
F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 5.2
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 4.2.
F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 5.2.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 4.2.

SS 6 - Sign showing location of fire hydrants in stairwells
Performance standard(s):

NZS 4510:2008 Fire hydrant systems for buildings.
NZS 4510:1978 Code of practice for riser mains for fire service use
NZS 4510:1998 Fire hydrant systems for buildings

and;

F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 5.5.
F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 5.5.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & para 6.4.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 5.5.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & para 6.4.3.

SS 8 - Sign advising not to use the lift in the event of fire
Performance standard(s):

NZS 4332:1997 Non-domestic passenger and goods lifts. para 25.6.
NZS 4332:1994 Non-domestic passenger and goods lifts.

and;

F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & para 5.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & para 5.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & para 6.4.1.
F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & para 5.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & para 6.4.1.

SS 8 - Sign indicating the lift's rated load in persons and kilograms
Performance standard(s):

F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & para 7.3
F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & para 7.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. Para. 1.0, 2.0 & para 6.3.2.
F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & para 7.3.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & para 6.3.2.
NZS 4332:1997 Non-domestic passenger and goods lifts; as modified by D2/AS1.
EN 81-20:2014 Safety rules for the construction and installation of lifts. Lifts for the transport of persons and goods.
Passenger and goods passenger lifts; as modified by D2/AS1.

SS 8 - Sign showing location of lift for accessibility
Performance standard(s):

NZS 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities. Appendix E – International symbols.

or;

F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 6.0.
F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 6.0.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 5.0.
F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 6.0.
F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 5.0.

SS 8 - Sign advising safety instructions for escalators and moving walks use**Performance standard(s):**

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & 7.5.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & 7.5.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & 6.6.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & 7.5.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & 6.6.

SS 12 - International symbol for deafness**Performance standard(s):**

- NZS 4121:2001 Design for Access and Mobility – Buildings and Associated Facilities. Appendix E – International symbols.
- NZS 4121:1985 Code of practice for design for access and use of buildings and facilities by disabled persons.

or;

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4. ss 2.0, 3.0 & para 6.3.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed. ss 2.0, 3.0 & para 6.3.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed. ss 1.0, 2.0 & para 5.0.3.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3. ss 2.0, 3.0 & para 6.3.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1. ss 1.0, 2.0 & para 5.0.3.

SS 13/2 – Natural smoke control - operational signage for the ventilator**Performance standard(s):**

- AS 1851:2012 - Routine service of fire protection systems and equipment
- Other

Inspections

- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jan 2017. Amd 4.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 10 Apr 2012. 2nd Ed.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Jul 1992. 1st Ed.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 14 Feb 2014. Amd 3.
- F8/AS1 Acceptable Solution for Clause F8 Signs. 1 Sep 1993. Amd 1.

Signs must be inspected regularly to ensure continued effectiveness. Inspections of signs required for emergency purposes to be illuminated shall be inspected monthly and annually. For other signs inspections shall be done annually.

Standard relating to one or more of the specified systems 1–13. List Standard(s):

Other

Maintenance

Signs shall be:

- Replaced if not of the correct type
- Replaced immediately should they be missing
- Refurbished before they become illegible

Standard relating to one or more of the specified systems 1-13. List Standard(s):

Other

Inspections, Maintenance and Reporting (address items that apply)

Minimum Inspection & Maintenance Procedures

Regular inspection and responsive maintenance will be carried out in accordance with the nominated performance and inspection standard of the associated system, and to ensure signs remain correctly positioned and legible and, where appropriate, ensure the escape route is identified.

Inspection Frequency & Responsibility

Depending on the type of installation and its performance standard/document

Specifically designed solutions: by IQP only

Standard /other document

Daily by Owner / representative (for Risk group CA / Purpose groups CS, CL, CO, CM)

Monthly by Owner

Monthly by IQP only (for other Risk group / Purpose groups)

Annually by IQP only

Inspections & Maintenance

Monthly inspections

Illuminated signs must be inspected to ensure they are:

- The correct type
- Present and in the right locations
- Legible
- Performing as required e.g., illuminated signs are illuminating

Annual inspections

Signs not required to be illuminated will be inspected to ensure they are

- The correct type
- Present and in the right locations
- Legible

Signs required to be illuminated will be tested to ensure they

- Remain illuminated in the event of a failure of the main lighting supply, for the same duration as required by Building Code Clause F6 Visibility in Escape Routes.

Specific Considerations

SS 12 Audio loops or other assistive listening systems

- Checks will be made to ensure the following signs or displays are present and in the right locations, where required.
- Approved international signage indicating audio loop availability is displayed at entrances to the venue, auditorium, room or area.
- A map or a display of the area covered by the audio loop, its location if coverage is limited within the venue, and directions to the indicated area are displayed
- Where counter loops are installed, each counter displays a sign indicating availability.
- The transmission channel used for the venue is displayed at the entrances to the venue to allow users to adjust their receivers to the frequency channel in use.

SS 13/2 Natural smoke control

- Checks will be made to ensure any operational signage for the ventilator is still in place and legible.

Reporting

The owner will keep records of all inspections, maintenance and repairs undertaken in the previous 24 months. These will be recorded in the on-site log book or electronically, which will remain available with the most recent compliance schedule, and as a minimum include:

- Details of any inspection, test or preventative maintenance carried out, including dates, works undertaken, faults found, remedies applied and the person who performed the work.
- Form 12A provided annually by the IQP.