

QUU ASSET ID:		DATE :	
SITE ADDRESS:		WORK ORDER NO.:	

TASKS

1. Inspect and test all Fire Systems and Equipment to confirm function and compliance with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1 and any other relevant standard, code or legislative requirement.
2. Capture and Record details of all Fire System Equipment on site
3. Identify and provide details of any non-compliance or defect observed
4. Complete Form 663 in full and complete all questions, detail and photos
5. When answering "No" to Questions 1 – 9 it is mandatory to provide and appropriately referenced photograph of the defect or non-compliance together with a quantity and the Non-Compliant & Corrective list of this form populated.
6. In addition to completing this Form supporting documentation can be appended to the end of this Form upon submission to Queensland Urban Utilities.

ITEM(S)	Yes	No	N/A	Unable to Determine
1. Fire Detection Systems – were all Inspected, tested, tagged/stamped and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1 - Provide a detailed list of individual items and				
2. Smoke Alarm Systems - were all Inspected, tested, tagged/stamped and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
3. Fire Hose Reels - were all Inspected, tested, tagged/stamped and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
4. Portable Fire Extinguishers - were all Inspected, tested, tagged/stamped and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
5. Fire doors and Smoke doors - were all Inspected, tested and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
Emergency Warning & Intercommunication System (EWIS) - were all Inspected, tested and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
6. Occupant Warning systems (OWS) - were all Inspected, tested and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
7. Fire Pump Sets - were all Inspected, tested and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				
8. Fire Signage were all Inspected, tested and considered functioning and compliant with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				

OVERALL SITE COMPLIANCE	Yes	No	N/A	Unable to Determine
9. Overall Site – does the overall site comply with AS1851, the Building Fire Safety Regulation 2008 & the Queensland Development Code MP6.1				

LIST OF ALL FIRE SYSTEM EQUIPMENT ON SITE (Including Fire Extinguishers, Fire Hose Reels, Alarms, etc)						
Qty	Location	Type	Size	Visible & Accessible (Y / N)	Compliant Signage (Y/N)	Pass/Fail

CORRECTIVE WORKS	Yes	No	N/A	Unable to Determine
10. Are any corrective works/actions required?				

NON COMPLIANCE & CORRECTIVE WORKS	QTY	PHOTO REFERENCE

Inspected by (Print Name):	Date:
Qualifications / License No.	
Signed:	Date: