



## Annual Essential Safety Measures Report

29 Bay Sample Street Port Melbourne VIC 3207

- ✓ 30+ Years' Experience In Reporting Services
- ✓ Our Quality Reports Make Roscon The Number #1 Choice
- ✓ We conduct onsite audits including photos, not desktop audits
- ✓ ISO 9001 Accredited Systems & Procedures
- ✓ Member - MBAV Platinum Master Builder (5630)
- ✓ Member - Strata Community Australia
- ✓ Member - Australian Institute of Project Management

## Roscon Property Services

Roscon Property Services is the first property services provider to introduce central streamlined systems integrating property maintenance and quality controlled reporting services accredited by International Certifications, dedicated to support Owners Corporation managers.

Since 1987 we have evolved from our history of developing and constructing prestigious residential and high profile commercial/ industrial landmark projects. We have extended our service capabilities through our extensive construction, strata management and professional property services experience gained over 25 years, and filled the void between three property industries.

Built on solid foundations our clients rest assured in the comfort of knowing they're supported by Registered Building Practitioners, qualified professionals, fully insured and committed in protecting their responsibility to valued clients.

## Mission Statement

"It is the policy of Roscon Property Services to deliver property Maintenance services to its clients in the most efficient and timely manner while respecting legal and statutory requirements. Roscon Property Services Pty Ltd operates under ISO 9001-2000 in the completion of its services. All staff & sub-contractors are expected to work according to our policies and procedures. The system employed by Roscon Property Services Pty Ltd is reviewed annually in order to ensure its consistency".

## Instructed By

|                |                                 |
|----------------|---------------------------------|
| <b>Name</b>    | John Smith                      |
| <b>Company</b> | SampleCorp Pty Ltd              |
| <b>Title</b>   | Owners Corporation Manager      |
| <b>Address</b> | 148 Sample Road Coburg VIC 3058 |

## Inspected & Compiled by

|                     |         |
|---------------------|---------|
| <b>Inspector ID</b> | LIJ-466 |
|---------------------|---------|

10 April 2014

Dear John,

Thank you for using Roscon Property Services Pty Ltd for your Essential Safety Measures inspection and report. I have attached a copy of the report that has been compiled by an experienced auditor.

|               |  |
|---------------|--|
| <b>Part 1</b> | <b>Annual Essential Safety Measures Report</b> |
| <b>Part 2</b> | <b>Inspection Details</b>                      |
| <b>Part 3</b> | <b>Recommendations &amp; Summary</b>           |
| <b>Part 4</b> | <b>Terms &amp; Conditions</b>                  |

With the changes that have occurred to the building regulations 2006, specifically part 12 it is now a requirement that all buildings (other than single domestic dwellings) must have its essential safety measures maintained to the required standards. The Building Regulations clearly prescribe that the building owners are responsible for the essential safety measures, and that records of the maintenance must be kept on site. An Annual Essential Safety Measures Report must be completed by the owner, or suitably qualified contractor and in the case of a first report (for buildings constructed before 1 July 1994) due before 13 June 2009.

The teams at Roscon Property Services Pty Ltd are available to assist you with any and every essential safety measures concern that may eventuate and look forward to your call.

Thank you for your continued business.

Yours Sincerely

**Roscon Property Services Pty Ltd****Paul Cummaudo****Managing Director****AREI, RBP, CRE, Licensed Estate Agent**

Registered Building Practitioner DB-U 13329, CB-U 4272

**Member REIV, MBAV, SCA, NCTI**

## Annual Essential Safety Measures Report

In accordance with Part 12 of Building Regulations, and in addition to maintenance records, owners are also required to provide an Annual Essential Safety Measures Report. The report is a legal statement by the owner that all relevant safety measures are maintained as required to a performance level that the ESM will fulfil its purpose. Roscon Property Services can issue the annual report in a cost effective manor if combined with a routine maintenance proposal.

### What Are Essential Safety Measures?

Essential safety measures are the life and fire safety systems that the law requires all industrial, commercial and public building owners to implement and maintain. The Regulations necessitate that owners maintain safety equipment, safety fittings and safety measures including:

- Air Conditioning Systems
- Early Warning Systems
- Emergency Lifts & Lighting
- Emergency Lighting
- Emergency Power Supply
- Emergency Warning Systems
- Exit Signs
- Exit Doors
- Fire Control Centres
- Fire Curtains & Doors
- Fire Extinguishers
- Fire Detectors & Alarm Systems
- Fire Hydrants
- Fire Isolated Stairs
- Fire Rated Materials
- Fire/Smoke Doors
- Mechanical Ventilation
- Passage Ramps
- Path of Travel to Exits
- Smoke Alarms
- Smoke Control Systems & Sprinkler Systems
- Fire Window

#### Additional items not mentioned on this list may be applicable

Building occupiers have an obligation to ensure that all exits and paths of egress remain easily accessible and functional in order to ensure the safety of persons utilising the building.

Councils hold the responsibility to maintain and enforce building legislation within their given municipality; they are required to ensure building owners comply with the legal standards defined under Building Regulations 2006, regarding items listed in Tables 1.1 to 1.13 of the Building Code of Australia.

## **Building constructed or altered between 1st July 1994 - 1 May 2004**

After 1 July 1994 you will have received a list of safety measures, their performance level and maintenance requirements within the occupancy permit or certificate of final inspection. Owners of buildings constructed or altered after this date are required to display the occupancy permit in a prominent position and have an Annual Essential Safety Measures Report prepared each year, detailing inspection and maintenance of safety equipment and measures. All records of audits and any repairs or maintenance are to be kept on the property and made readily available for inspection by the authorities within 24 hours of notification. Click [HERE](#) for further information.

## **Building constructed or altered since 1 May 2004**

As part of the 2004 amendment to the Building Code of Australia (BCA) Volume 1, safety measures were defined and Part I introduced a list of safety measures to be maintained.

The intent of Part I of the BCA Volume 1 is to establish the minimum standard of performance that all safety measures in buildings must continually be able to achieve. Click [HERE](#) for further information.

## **Building Owners Are Liable for the Safety of others?**

Building owners have an obligation to ensure that an essential safety measure or piece of safety equipment is maintained in accordance with the BCA requirements and is able to operate satisfactorily.

## **Non-compliance with Essential Services can result in a fine of up to \$300,000**

When Essential Safety Measures standards are not upheld, you are placing your employees, patrons and tenants at critical risk should an emergency arise. You are also liable for considerable monetary penalties with the possibility of further legal proceedings against you and your business.

**Non-compliance may result in an on the spot infringement notice of up to \$1,200, and in some cases, in excess of \$1,200 issued by Council or the Fire Brigade. Non-compliance could, furthermore, result in prosecution through which a fine may be imposed of up to \$60, 000\* for an individual and up to \$300,000\* for companies found to be in breach of Essential Safety Measures and Facilities Management regulations.**

*\* Increases annually (Accurate as at June 2013)*

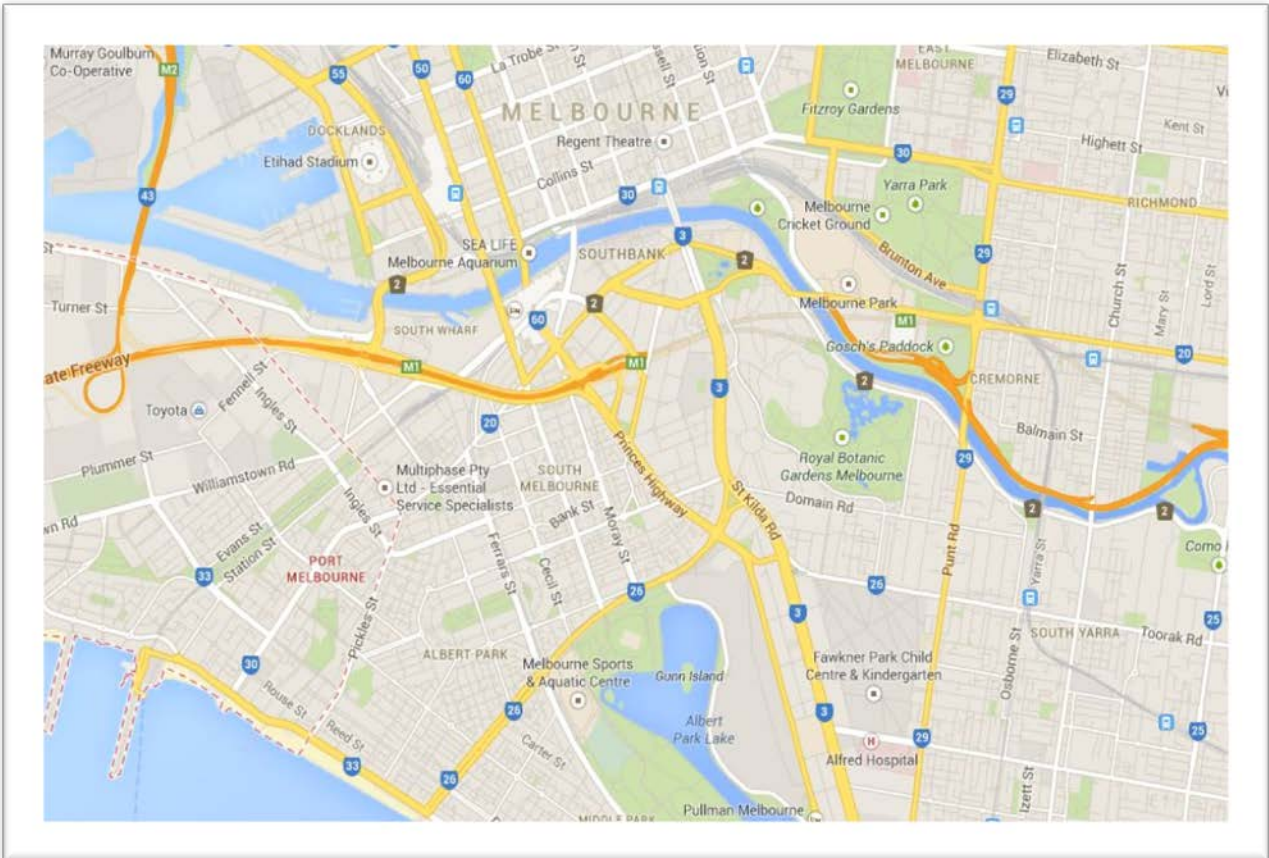
## **So you've received a building notice? Firstly, don't panic.**

You're now required to fix and/or modify your building in order to fulfill your legal obligations. Often you are required to take immediate action or face monetary and legal penalties.

At Roscon Property Services our employees and consultants have extensive experience in the resolution of non-compliance issues. We have established a comprehensive strategy to facilitate an easy transition from determination of Essential Safety Measures, to the implementation of corrective action through to ongoing maintenance and record keeping.

## Location

29 Bay Sample Street Port Melbourne VIC 3207



## Part 1 - Annual Essential Safety Measures Report

### Part A: Post July 1994 building

This part of report is in relation to occupancy permit no: **XXXX** issued: **XXXX** is required to be prepared before each anniversary of the date of that occupancy permit or maintenance determination.

### Maintenance personnel details

The following personnel carried out maintenance on the essential safety measures in this building during the preceding 12 months.

| ESM  | Name                             | Address   | Last Tested | Compliant |
|--|----------------------------------|---|-------------|-----------|
| Building Elements required satisfying prescribed fire resistance levels, (including wall, columns, beams, floors, ceilings, shafts, etc.)  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 17/2/2014   | Compliant |
| Materials and assemblies required to satisfy prescribed fire hazard properties for linings and surface finishes  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 17/2/2014   | Compliant |
| Elements required to be non-combustible, provide fire protection, compartmentation or separation(including fire walls, smoke walls, fire resistant exits, and fire resistant elements such as walls, floors, ceilings, protective coverings, access panels and control joins | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 17/2/2014   | Compliant |
| Fire doors (Including sliding doors and their associated warning system) and associated self-closing, automatic closing and latching mechanisms  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 10/2/2014   | Compliant |
| Fire protection at servicer penetration through elements required to be the fire resisting with respect to integrity or insulation, or to have a resistance to the incipient spread of fire.   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 17/2/2014   | Compliant |

|   |                                  |  |            |           |
|---|----------------------------------|--|------------|-----------|
| Fire protection associated with construction joints, spaces and the like in and between building elements required to be fire resisting with respect to integrity and insulation                      | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 17/2/2014  | Compliant |
| Smoke doors and associated self-closing, automatic self and latching mechanisms   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Paths of travel to exits  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Discharge from exits (Including paths of travel from open spaces to the public roads to which they are connected)   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Exits (Including fire isolation stairways and ramps, non-fire isolated stairways and ramps, stair treads, balustrades and handrails associated with exits, and fire isolated passageways)             | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Doors (other than fire or smoke doors) in a required exit forming part of a required exit or path of travel to a required exit, and associated self-closing, automatic closing and latching mechanism | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Emergency Lighting  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| *Artificial lighting required to assist occupant movement and egress  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| Fans and monitors associated with the operation of ventilation  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 11/12/2013 | Compliant |
| Smoke hazard management system  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058                   | 11/12/2013 | Compliant |



|  |                                  |  |            |           |
|--|----------------------------------|--|------------|-----------|
| <ul style="list-style-type: none"> <li>Automatic stair pressurisation system for fire isolated exits</li> <li>Air handling system that do not form part of smoke hazard management system and which may unduly contribute to the spread of smoke</li> <li>Miscellaneous air handling systems covered by section 5 and 11 of AS/NZS 166801 serving more than one fire compartment.</li> <li>Other air handling systems</li> </ul> |                                  | Ph: 1800767266                                   |            |           |
| * Car park mechanical ventilation system   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 11/12/2013 | Compliant |
| *Automatic monitoring of atmosphere contaminants for car parks and other vehicle enclosures  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 11/12/2013 | Compliant |
| *Kitchen exhaust including grease filters  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 11/12/2013 | Compliant |
| Self – contained smoke and heat alarm  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 6/3/2014   | Compliant |
| Smoke and heat detection system  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 6/3/2014   | Compliant |
| Occupant warning systems including audible alarms, recorded and visual messages.   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 6/3/2014   | Compliant |
| Emergency warning and intercommunication system  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 7/1/2014   | Compliant |
| Building occupancy warning system  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058                   | 7/1/2014   | Compliant |

|   |                                  |   |            |           |
|---|----------------------------------|---|------------|-----------|
|   |                                  | Ph: 1800767266                                      |            |           |
| Stretcher facilities in lifts   | KONE Elevators Pty Ltd           | 49 Brady St<br>South Melbourne VIC                  | 28/2/2014  | Compliant |
| Emergency lifts/standby power supply system   | KONE Elevators Pty Ltd           | 49 Brady St<br>South Melbourne VIC                  | 28/2/2014  | Compliant |
| Passenger lift fire service controls  | KONE Elevators Pty Ltd           | 49 Brady St<br>South Melbourne VIC                  | 28/2/2014  | Compliant |
| Air conditioning systems  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 11/12/2013 | Compliant |
| Emergency control organization and procedures   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| *Glazed assemblies  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| *Balconies  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| *Balustrades  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| Classification and use of building  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| Exit identification including signs on fire doors and smoke doors, signs and audible and visual alarms an sliding fire doors, chevron stripes and flashing luminaries | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Exit signs (including direction signs)  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 10/2/2014  | Compliant |
| Signs warning against the use of lifts in the event of fire   | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |
| Signs, intercommunication systems or alarm systems on doors of fire isolated exits stating that re-entry to a storey is available                                     | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg<br>VIC 3058<br>Ph: 1800767266 | 27/3/2014  | Compliant |

|  |                                  |  |           |           |
|--|----------------------------------|--|-----------|-----------|
| Signs alerting persons that the operation of doors must not be impaired              | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 27/3/2014 | Compliant |
| Fire hydrant system (Including on site pump set and fire service booster connection) | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014 | Compliant |
| Fire hose reel system  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014 | Compliant |
| Sprinkler system (Including alarm monitors connected to approved authority)          | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 26/3/2014 | Compliant |
| Portable fire extinguishers  | Roscon Property Services Pty Ltd | 150 Sydney Rd, Coburg VIC 3058<br>Ph: 1800767266 | 10/2/2014 | Compliant |

## Part B - All Buildings (pre and post July 1994 Buildings)

1) Details of any inspection report provided under section 227E2 of the Building Act 1993; and

2) Compliance

I hereby state that I have / the owner has taken all reasonable steps to ensure that—

- (i) each essential safety measure is operating at the required level of performance or to fulfil its purpose; and
- (ii) where applicable each essential safety measure has been maintained in accordance with the occupancy permit or maintenance determination and will fulfil its purpose; and
- (iii) since the last annual essential safety measures report there have been no penetrations to required fire-resisting construction, smoke curtains and the like in the building, other than those for which a building permit has been issued; and
- (iv) since the last annual essential safety measures report there have been no changes to materials or assemblies that must comply with particular fire hazard properties, other than those for which a building permit has been issued; and
- (v) the information contained in this report is correct.

### Signature

Owner / Agent of the owner



### Paul Cummaudo

Managing Director

AREI, RBP, CRE, Licensed Estate Agent

Registered Building Practitioner DB-U 13329, CB-U 4272

Member REIV, MBAV, SCA, NCTI

Date: 10/4/2014

### NOTES

1. The owner must ensure that this annual essential safety measures report and records of maintenance checks, service and repair work are available on the premises for inspection by the municipal building surveyor or chief officer after 24 hours notice. The penalty for non-compliance is a maximum of 10 penalty units.
2. Section 227E of the Building Act 1993 provides the power for the chief officer and municipal building surveyor to inspect essential safety measures.
3. Under section 240 and 248(1) of the Building Act 1993 an agent of the owner must have written authority from the owner to act as their agent. Also note the general rules of "Agency" also apply.

## Part 2 - Inspection Details

| Building Constructed | Occupancy Permit: XXXX              | Dated: XXXX |
|----------------------|-------------------------------------|-------------|
| Pre 1994             | <input type="checkbox"/>            |             |
| Post 1994            | <input checked="" type="checkbox"/> |             |

| Building Class |  |                                     |
|----------------|--|-------------------------------------|
| 1              | Single Dwelling, Boarding House, Guest House or Hostel   | <input type="checkbox"/>            |
| 2              | Building Containing Sole-occupancy unit (e.g. apartments, blocks or flats)   | <input checked="" type="checkbox"/> |
| 3              | Backpacker accommodation, residential parts of hotels or motels, residential parts of schools, accommodation for the aged, disabled or children. | <input type="checkbox"/>            |
| 4              | Single dwelling in a Class 5, 6, 7, 8, or 9 building such as the caretaker's residence.  | <input type="checkbox"/>            |
| 5              | Offices for professional or commercial purposes  | <input type="checkbox"/>            |
| 6              | Shops or other buildings for sale of goods by retail cafes, restaurants, milk bars, dining rooms, and bars                                       | <input type="checkbox"/>            |
| 7              | Buildings used for car parks, storage or display of goods  | <input checked="" type="checkbox"/> |
| 8              | Laboratories or buildings for production or assembly of goods  | <input type="checkbox"/>            |
| 9              | Public buildings such as health care buildings or assembly buildings, nightclubs, bars etc.  | <input type="checkbox"/>            |
| 10             | Place of public entertainment  | <input type="checkbox"/>            |

## Part 3 - Recommendations & Summary

### Recommendations:

- 1) That all essential services identified with this report are maintained in accordance with the Australian Standards.
- 2) That as a minimum, an annual certification is provided confirming that all essential services have been maintained in accordance with the relevant Australian Standards.
- 3) That all contractors service statements be checked to verify testing and maintenance of all essential safety measures as stated within the Occupancy Permit are adhered to according to the determined frequencies.
- 4) Update Log Book to include all contractors' information, inspection reports & details of maintenance carried out, to be available on the premises for inspection by the municipal building surveyor or chief officer.

### Applicable Items:

A Compliant report has been issued. All items listed on the Occupancy permit are required to be tested and maintained to the relevant Australian Standards and the frequency stipulated on the permit.

If building was constructed Pre 1994 (and has not been altered since) then all items identified during the inspection are required to be tested and maintained the relevant Australian Standards.

For further assistance please contact our office on 1800 767 266 or [info@roscon.com](mailto:info@roscon.com)

## Essential Safety Measures Identified

| Item | Particulars   | Status    | Finding  |
|------|---|-----------|--|
| 1    | Building Elements required satisfying prescribed fire resistance levels, (including wall, columns, beams, floors, ceilings, shafts, etc.)   | Compliant | Serviced by Roscon and evidence available on site. Last tested on 17/2/2014<br>Note: Annual Inspection |
| 2    | Materials and assemblies required to satisfy prescribed fire hazard properties for linings and surface finishes   | Compliant | Serviced by Roscon and evidence available on site. Last tested on 17/2/2014<br>Note: Annual Inspection |
| 3    | Elements required to be non-combustible, provide fire protection, compartmentation or separation (including fire walls, smoke walls, fire resistant exits, and fire resistant elements such as walls, floors, ceilings, protective coverings, access panels and control joins | Compliant | Serviced by Roscon and evidence available on site. Last tested on 17/2/2014<br>Note: Annual Inspection |
| 4    | Fire doors (Including sliding doors and their associated warning system) and associated self-closing, automatic closing and latching mechanisms   | Compliant | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months    |
| 5    | Fire protection at service penetration through elements required to be the fire resisting with respect to integrity or insulation, or to have a resistance to the incipient spread of fire.   | Compliant | Serviced by Roscon and evidence available on site. Last tested on 17/2/2014<br>Note: Every 6 months    |
| 6    | Fire protection associated with construction joints, spaces and the like in and between building elements required to be fire resisting with respect to integrity and insulation  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 17/2/2014<br>Note: Every 6 months    |

|    |   |                  |   |
|----|---|------------------|---|
| 7  | Smoke doors and associated self-closing, automatic self and latching mechanisms   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months   |
| 8  | Paths of travel to exits  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months   |
| 9  | Discharge from exits (Including paths of travel from open spaces to the public roads to which they are connected)   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months   |
| 10 | Exits (Including fire isolation stairways and ramps, non-fire isolated stairways and ramps, stair treads, balustrades and handrails associated with exits, and fire isolated passageways)             | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months   |
| 11 | Doors (other than fire or smoke doors) in a required exit forming part of a required exit or path of travel to a required exit, and associated self-closing, automatic closing and latching mechanism | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every 3 months   |
| 12 | Emergency Lighting  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Every six months   |
| 13 | *Artificial lighting required to assist occupant movement and egress  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to ensure lighting levels are still achieved |
| 14 | Fans and fan monitors associated with the operation of ventilation system (frequent and emergency)  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: As prescribed in AS 1851-2005 Section 18                      |
| 15 | Smoke hazard management system <ul style="list-style-type: none"> <li>Automatic stair pressurisation system for fire isolated exits</li> </ul>  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: Quarterly and as prescribed in AS 1851.5-2005 section 18      |



|    |   |                  |  |
|----|---|------------------|--|
|    | <ul style="list-style-type: none"> <li>Air handling system that do not form part of smoke hazard management system and which may unduly contribute to the spread of smoke</li> <li>Miscellaneous air handling systems covered by section 5 and 11 of AS/NZS 166801 serving more than one fire compartment.</li> <li>Other air handling systems</li> </ul> |                  |  |
| 16 | * Car park mechanical ventilation system  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: Frequency as nominated by manufacturer on label attached to equipment. |
| 17 | *Automatic monitoring of atmosphere contaminants for car parks and other vehicle enclosures   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: Annual audit and inspection  |
| 18 | *Kitchen exhaust including grease filters   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: According to AS 1851-2005.   |
| 19 | Self – contained smoke and heat alarm   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 6/3/2014<br>Note: Monthly  |
| 20 | Smoke and heat detection system   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 6/3/2014<br>Note: Monthly to AS 1851-2005 section 6  |
| 21 | Occupant warning systems including audible alarms, recorded and visual messages.  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 6/3/2014<br>Note: Monthly to AS 1851-2005 section 6  |
| 22 | Emergency warning and intercommunication system   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 7/1/2014<br>Note: Monthly to AS 1851-2005 section 10                                       |
| 23 | Building occupancy warning system   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 7/1/2014   |

|    |   |           |   |
|----|---|-----------|---|
|    |   |           | Note: As prescribed in AS1851-2005 section 9  |
| 24 | Stretcher facilities in lifts   | Compliant | Serviced by KONE. Evidence available. Lasted serviced 28/2/2014<br>Note: Annual inspection to ensure special compliance   |
| 25 | Emergency lifts/standby power supply system   | Compliant | Serviced by KONE. Evidence available. Lasted serviced 28/2/2014<br>Note: As prescribed by manufacturer  |
| 26 | Passenger lift fire service controls  | Compliant | Serviced by KONE. Evidence available. Lasted serviced 28/2/2014<br>Note: As prescribed by manufacturer  |
| 27 | Air conditioning systems  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 11/12/2013<br>Note: Quarterly to AS 1851-2005, AS 3666-1995                                       |
| 28 | Emergency control organization and procedures   | Compliant | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual inspection of emergency management plan                                 |
| 29 | *Glazed assemblies  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to verify no damage or deterioration or unauthorised changes |
| 30 | *Balconies  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to verify no damage or deterioration or unauthorised changes |
| 31 | *Balustrades  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to verify no damage or deterioration or unauthorised changes |
| 32 | Classification and use of building  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to verify use does not vary from approval                    |
| 33 | Exit identification including signs on fire doors and smoke doors, signs and audible and visual alarms an sliding fire doors, chevron stripes and flashing luminaries | Compliant | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Annual Inspection to determine signs and alarms are intact an operational      |
| 34 | Exit signs (including direction signs)  | Compliant | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014   |

|    |   |                  |   |
|----|---|------------------|---|
|    |   |                  | Note: Every six months  |
| 35 | Signs warning against the use of lifts in the event of fire   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to ensure the warning sign is in place and legible |
| 36 | Signs, intercommunication systems or alarm systems on doors of fire isolated exits stating that re-entry to a storey is available | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to ensure the warning sign is in place and legible |
| 37 | Signs alerting persons that the operation of doors must not be impaired   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 27/3/2014<br>Note: Annual Inspection to ensure the warning sign is in place and legible |
| 38 | Fire hydrant system (Including on site pump set and fire service booster connection)  | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: Monthly  |
| 39 | Fire hose reel system   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: 6 Monthly  |
| 40 | Sprinkler system (Including alarm monitors connected to approved authority)   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 26/3/2014<br>Note: Monthly  |
| 41 | Portable fire extinguishers   | <b>Compliant</b> | Serviced by Roscon and evidence available on site. Last tested on 10/2/2014<br>Note: 6 Monthly  |

**NOTE:**

\*Essential Safety Measure marked with \* are not currently included within the schedule of measures requiring maintenance under the Victorian Building Regulations 2006. However, these measures are included in the general list of ESM listed in part I1 of the BCA. As such, the measures are required to maintain the performance level applicable under BCA at time of installation. Hence these measures and suggested maintenance regimes for them have been included.

## Building Regulations 2006 – Part 12

### **Buildings constructed before 1 July 1994 with no alterations – Maintenance required as per initial design of system or item.**

The *Building Regulations* 2006 require that owners of buildings built prior to 1 July 1994 maintain the essential safety measures installed within the building. Any essential safety measure in Class 1, 2, 3, 5, 6, 7, 8 and 9 buildings and places of public entertainment constructed before 1 July 1994 must be maintained by the owner to a working condition that enables them to fulfil their purpose and meet the expectations of inspecting authorities.

If there was no specific standard of maintenance in force at the time of installation, then any relevant *Australian Standards* available at the time may be used as a guide to the level of adequate maintenance. The Level of maintenance expected in the future by inspecting authorities should not be greater than that required at the time the initial maintenance requirement was determined for that existing safety measure.

The *Regulations* do not require the automatic upgrade of systems in buildings, however under the enforcement provisions of Part 8 of the *Act*, after a review to any risk to life, safety or health of any occupant in a building considerations could be given to upgrade the essential safety measures to current standards and practices.

The *Building (Legionella) Act* 2000 requires all cooling tower systems in Victoria to be registered with the Building Commission to help track potential sources of Legionnaires' disease. The *Building Act* 1993 requires the registration of all cooling tower systems and the development of a Risk Management Plan (RMP) for each cooling tower system. The owner of the land on which a cooling tower system is located is required to register and renew the registration of that system annually.

An owner of a building or place of public entertainment must ensure that any annual essential safety measures report required to be prepared under regulation 1214 and records of all maintenance checks and any service or repair work carried out to any essential safety measure are available at the building or place of public entertainment for inspection by the municipal building surveyor or chief officer at any time on request after 24 hours notice.

### **Building constructed or had alterations after 1994 – As stated on Occupancy Permit.**

The *Building Regulations* 2006 prescribe the requirements for maintenance of buildings built on or after 1 July 1994. Any essential safety measure in Class 1, 2, 3, 5, 6, 7, 8 and 9 buildings and places of public entertainment must be maintained, by the owner, to a working condition that enables them to fulfil their purpose and meet the expectations of inspecting authorities.

The *Regulations* make it mandatory for the building surveyor to list the required essential services on the issuing of the occupancy permit. The level of performance to which the service is to be maintained must also be specified on the occupancy permit. In case of an essential service being provided where no occupancy permit is required, then the relevant building surveyor must determine the level of performance that must be specified in writing and given to the owner.

## Part 4 – Terms & Conditions

### Disclaimer - Report Standard

This report is prepared by Roscon Property Services Pty Ltd (Roscon) for the purpose as stated on the front cover, and its contents are provided only for the exclusive use of the named client. Roscon believe that the information contained in this document is correct, and that any opinions, conclusions, recommendations and any views expressed in this report are made as at the date of inspection. Roscon do not warrant their accuracy, and disclaim all responsibility for any loss or damage which may be suffered by the client or any other person, directly or indirectly. Roscon has no relationship with and does not owe any duties to their client or to their contractors working on the premises which this report relates.

### Scope of Report

The Standard Property Report is not intended as a certificate of compliance of the property within the requirements of any Act, regulation, ordinance or by-law, or, as a warranty or an insurance policy against problems developing with the building in the future.

### Disclaimer of Liabilities

No liability shall be accepted on account of failure of the Report to notify any problems in any area(s) or section(s) of the subject property physically inaccessible for inspection, or to which access for Inspection is denied by or to the Inspector (including but not limited to any area(s) or section(s) so specified by the Report.

### Disclaimer of Liability to Third Parties

This report is made solely for the use and benefit of the Client named on the front of this report. No liability or responsibility whatsoever, in contract or tort, is accepted to any third party who may rely on the Report wholly or in part. Any third party acting or relying on this Report, in whole or in part; does so at their own risk.

### Report Definition

This report is limited to a visual inspection of areas where reasonable access is available at the time of inspection. It does not purport to be geological as to foundation integrity or soil conditions, engineering as to structural, nor does it cover the condition of electrical, plumbing, gas or motorised appliances.

As the date of this report we have identified the items as listed herein, we do not accept any responsibility for items which may be damaged after the inspection has been completed.

### Fire Fighting Equipment & Statutory Requirements

It has been assumed that any building needing fire fighting equipment to meet legislative requirements such as the Building Code of Australia 1996 did meet those requirements at the time of construction. We have not examined the fire safety requirements for the building and make no comment as to the adequacy of the measures found in the complex. We have not and do not assess the condition of any fire fighting equipment within the complex. If the Owners Corporation/Property Manager wishes to ascertain its position with respect to fire safety compliance it may carry out its own assessment. We have visually inspected the fire fighting equipment but have not carried out any testing and therefore cannot determine if the equipment has been tampered with or will be effective in case of fire.

## Additional Conditions

- 1) The Report is not a guarantee but is a Professional Opinion on (the condition of the suspected service,
- 2) No responsibility is accepted for services other than those provided in this Report.
- 3) Unless stated otherwise, this Report does not cover enquiries of councils or other competent authorities.
- 4) No liability is accepted with respect to the advice given in this Report beyond a refund of the Inspection fee.
- 5) The Essential Safety Report relates directly to the Maintenance Guide and Log Books Incorporated for the building. The Maintenance Guide and Log Book incorporate the present Building Code of Australia Standards and are a vital part of the Report's recommendations. Failure to observe the requirements of the Maintenance Guides is totally the responsibility of the Buildings Owner.
- 6) Roscon Property Services Pty Ltd has at the time of inspection assumed that the total building has complied with the Building Control Act and/or any applicable building regulations/codes that were current at the time of its construction/refurbishment. Prior to the date of inspection Roscon Property Services Pty Ltd have not received any notification, that any Building Notice's have been issued with reference to the premises being inspected.

### Roscon Property Services

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