



Fire Fighting Facilities Checklist v9d

This check list is not mandatory but should be completed and included with other documentation that is required as part of the Building Consent Process. It is intended that this information form part of the Fire Engineering Brief process as detailed within the International Fire Engineering Guidelines.

The applicant is to complete Part A and B before consulting with the New Zealand Fire Service.

Part C will be completed in consultation with a New Zealand Fire Service Representative.

The representative will be appointed by the Fire Region in which the building will be located. Please refer to the telephone directory white pages for contact details under FIRE SERVICE.

Disclaimer: Please note that neither the New Zealand Fire Service, nor any member or representative of the New Zealand Fire Service assumes responsibility for the accuracy of this Fire Fighting Facilities Checklist. The role of the New Zealand Fire Service with the checklist is to be carried out in conjunction with the applicant. While the New Zealand Fire Service endeavours to carry out these functions accurately, it does not assume responsibility for the information or claims contained on this checklist.

Part A - Administration (to be completed by applicant)

1. Address of Property	
Street Number	Lot Number
Street Name	
Town/Suburb	City/ Region
Premises / Company Name	

2. Applicants Details	
Applicants Name	
Street Number	Street Name
Town/Suburb	City/ Region
Phone Number	Fax Number
Mobile Number	E-mail

3. Project Details	
Tick the appropriate box:	
New building	<input type="checkbox"/>
Addition/ Alterations	<input type="checkbox"/>
Change of use	<input type="checkbox"/>

Part B - Building Use (to be completed by applicant**1. Building Description**

Number of floors above lowest final exit	<input type="text"/>
Number of basement floors	<input type="text"/>
Floor area (largest floor)	<input type="text"/> m ²

2. Predominant Building Use**Tick the appropriate box:**

Residential, Apartment, Terrace
Transient Sleeping - Hotel, Motel, Boarding House, Hostels
Community Care - Rest Home, Hospital
Merchandising - shop, Shopping Centre, Exhibitions
Industrial - Factory, Office
Other (please specify) _____

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

3. Does the building require a Liquor License?

Yes

☐

No

☐**4. Owners Details (if different from Applicant)**

Owners Name	<input type="text"/>		
Street Number	<input type="text"/>	Street Name	<input type="text"/>
Town/Suburb	<input type="text"/>	City/ Region	<input type="text"/>
Phone Number	<input type="text"/>	Fax Number	<input type="text"/>
Mobile Number	<input type="text"/>	E-mail	<input type="text"/>

5 (a). All Buildings**Tick the appropriate box:**

Are hazardous substances stored?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are early childhood facilities provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is specialised care for people with a disability provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is specialised nursing, medical or geriatric care provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are people in lawful detention?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Does the building have a sprinkler system compliant to the NZS 4541 or NZS 4515?**If YES, go to Part 5c. IF NO, go to Part 5b.**

5 (b). Unsprinklered Buildings

Tick the appropriate box:

Are there facilities for more than 10 employees?

Yes

☐

No

☐

Do 100 or more people gather?

Yes

☐

No

☐

Is there accommodation provided for more than 5 people?

Yes

☐

No

☐

5 (c). Sprinklered Buildings

Tick the appropriate box:

Do 100 or more people gather in a common venue?

Yes

☐

No

☐

If you have replied YES to any of the questions in Section 5 the building will require an Evacuation Scheme as required under Section 21B of the Fire Service Act 1975.

6. Firefighting Water

Refer to the Fire Fighting Water Supplies Code of Practice NZS PAS 4509-2008. Available on NZFS Website (www.fire.org.nz)

Fire Service Use Only

6.1 Scale of Proposed Building Works

i. Does the proposed Building Work increase the maximum Firecell Area?

Yes

☐

No

☐

If YES continue completing section 6

ii. Does the proposed Building Work increase the FLED in the largest Firecell?

Yes

☐

No

☐

If YES continue completing section 6

If 'No' to both questions, **do not** continue with Section 6, go straight to **PART C**

Agree with values

Yes

☐

No

☐

Yes

☐

No

☐

6.2 Detail which method from NZPAS 4509-2008 is being used:

Method 1 used - go to question 6.3:

☐

Method 2 used - go to question 6.6:

☐

6.3 Building water supply classification Method 1:

Fire Load Energy Density **FLED**

Largest Floor Area/Firecell

m²

Required water supply classification

FW

Agree with values

Yes

☐

No

☐

Yes

☐

No

☐

Yes

☐

No

☐

<p>6.4 Available firefighting water supply</p> <p>RETICULATED:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Flow rate within 135m</td> <td style="width: 10%; border: 1px solid black; text-align: center;">l/s</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 40%;"># of Hydrants</td> </tr> <tr> <td>Flow rate within 270m</td> <td style="border: 1px solid black; text-align: center;">l/s</td> <td style="border: 1px solid black; text-align: center;"></td> <td># of Hydrants</td> </tr> </table> <p>At least 1 hydrant within 135m</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td style="width: 10%; border: 1px solid black; text-align: center;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;">No</td> <td style="width: 40%;"></td> </tr> </table> <p>NB: The NZFS National Commander has directed that the NZFS will check these supplies in line with the Water Supplies C.o.P.NZS PAS 4509-2008 and N5 POP Firefighting Water Supplies</p> <p>NON - RETICULATED:</p> <p>Minimum Water storage within 90m</p> <p>Volume</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;"></td> <td style="width: 40%; text-align: right;">m³</td> </tr> </table> <p><u>Available water supply classification</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;"></td> <td style="width: 40%; text-align: right;">FW</td> </tr> </table>	Flow rate within 135m	l/s		# of Hydrants	Flow rate within 270m	l/s		# of Hydrants		Yes	No					m ³				FW	<p>Agree with values</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> <tr> <td>Yes</td> <td style="border: 1px solid black; text-align: center;"></td> <td>No</td> <td style="border: 1px solid black; text-align: center;"></td> </tr> </table> <p>Adequate flow & no</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table> <p>[6.7 Refers]</p> <p>Agree with values</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> <tr> <td>Yes</td> <td style="border: 1px solid black; text-align: center;"></td> <td>No</td> <td style="border: 1px solid black; text-align: center;"></td> </tr> </table> <p>Agree:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table>	Yes		No		Yes		No		Yes		No		Yes		No		Yes		No		Yes		No	
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<p>6.5 Is 'Available water supply' at 6.4 greater than or equal to '<u>Required Water Supply</u>' at 6.2</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td style="width: 10%; border: 1px solid black; text-align: center;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;">No</td> <td style="width: 40%;"></td> </tr> </table> <p>If No, then Mitigation Policy is required</p>		Yes	No		<p>Agree with assessment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table> <p>Mitigating policy adequate:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table>	Yes		No		Yes		No																																	
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<p>6.6 Building water supplies classification Method 2:</p> <p>Is calculation in accordance with Code of Practice?</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td style="width: 10%; border: 1px solid black; text-align: center;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;">No</td> <td style="width: 40%;"></td> </tr> </table> <p>(NZS PAS 4509-2008 appendix H & J provides the method of calculation approved and accepted by the NZ Fire Service)</p>		Yes	No		<p>Agree with assessment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table> <p>Adequate water supply:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table> <p>(6.7 Refers)</p>	Yes		No		Yes		No																																	
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<p>6.7 Water testing.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Results and map provided</td> <td style="width: 10%; border: 1px solid black; text-align: center;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;">No</td> <td style="width: 40%;"></td> </tr> <tr> <td>Hydrant locations shown on drawing</td> <td style="border: 1px solid black; text-align: center;">Yes</td> <td style="border: 1px solid black; text-align: center;">No</td> <td></td> </tr> </table> <p>(Water authority has a list of approved testers that carry out water testing on their network. A full copy of water testing results including a map of the building/s and all hydrants used in the test required)</p>	Results and map provided	Yes	No		Hydrant locations shown on drawing	Yes	No		<p>Adequate for design:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Yes</td> <td style="width: 10%; border: 1px solid black; text-align: center;"></td> <td style="width: 10%;">No</td> <td style="width: 40%; border: 1px solid black; text-align: center;"></td> </tr> </table>	Yes		No																																	
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Part C - Fire Fighting Facilities Checklist (to be completed in conjunction with the local District Chief Fire Officer /Area Manager or appointed representative (most often local FROM/VSO/Operational Officer) prior to submitting documentation for building consent)

1. Firefighting Water	Fire Service Use Only				
1.1 Firefighting Water availability from Part B Section 6 meets NZFS requirements. Answer "N/A" if answer is "No to both questions in 6.1	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

2. New Zealand Fire Service access to site	Fire Service Use Only				
2.1 Gate key required		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2.2 Access width adequate		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2.3 Hardstanding to within 20 m of main entrance or		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2.4 Hardstanding to within 20 m of sprinkler inlet or	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2.5 Hardstanding to within 20 m of building hydrant system inlet	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2.6 Hardstanding for aerial appliances provided	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

3. New Zealand Fire Service access to building	Fire Service Use Only				
3.1 Building access points for Fire Service identified		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.2 Doors open on activation of fire alarm		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.3 Doors keys required		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3.4 Lift control provided	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Key Type Lobby Control	<input type="checkbox"/>				
Car Control	<input type="checkbox"/>				
Lift Motor Room	<input type="checkbox"/>				

4. Waterway - Refer to NZS4510-2008 and NZS4541-2007	Fire Service Use Only					
4.1 Brigade inlet location(s) suitable:						
Hydrant	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Sprinkler	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
4.2 NB: This section is to be completed in conjunction with NZFS Fire Engineers who have sight of overall design and access to relevant drawings.						
Hydrant outlet locations suitable and safe. All points within reach of:						
a. 40 m arch if sprinklered protected floor (or)						
b. 32 m arc if Non- sprinkler protected floor						
Min. Pressure (\geq 600 kpa)	<input type="text"/>	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Type of key securing outlet	<input type="text"/>	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
To assist with assessment the above should be clearly marked up on drawings	<input type="text"/>	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

4.3 Sprinkler house (pump/valve set) location suitable	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Type of door key					
Type of key securing valves					
4.4 Sprinkler floor isolation valves location suitable	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Floor isolation valves location clearly indicated	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

5. Fire Alarm Panel	Fire Service Use Only				
5.1 Control panel required		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.2 Addressable panel location suitable or VDU required at mimic panel location	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.3 Fire alarm panel location suitable	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.4 Suitable indicating light required which is either coloured red or incorporates a white strobe with the word "FIRE:" coloured red illuminated	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.5 Mimic panel(s) required	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.6 Sector panel(s) required	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.7 ATS connection required	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5.8 Fire alarm brigade connection required by - if available		/	/		

6. Fire Systems Care	Fire Service Use Only				
6.1 Emergency Warning Intercommunication System - EWIS provided	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
EWIS panel located within Fire Systems Centre	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
EWIS co-located with FIP		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.2 Fire Systems Centre location suitable for FS State Location (Must have direct access to outside)	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
6.3 Fire Fan Control Panel (FFCP) instructional schematic provided	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Beside FFCP at location					

7. First Aid Fire Fighting	Fire Service Use Only				
7.1 Fire hose reels provided in accordance with NZS 4503	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
7.2 Fire extinguisher proved in accordance with NZS 4503	N/A	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Drawing Information

Drawing Number	Version	Date	Drawn By

Additional Information / notes

Reference	Commentary

New Zealand Fire Service Sign Off (ensure all relevant drawings are date stamped)

The above features are acceptable to the Chief Fire Officer/Area Manager

Name - print		Rank	
Signature		Date	
District			
Region			