

INFORMATION REGARDING THIS FORM

Governing Legislation: *Building Regulations 2006* Section 16ZHA

This is the approved form to be used by a fire engineer who has been engaged by the owner of a private building under the *Building Regulations 2006* section 16W, and is required by *Building Regulations 2006* section 16ZHA (2)(b) to notify the QBCC of the recommendation of fire safety risk mitigation measures for the building. Penalties may apply for failing to provide this notice as required.

COMPLETING THIS FORM

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – any amendment should be crossed out and initialled

RETURN YOUR COMPLETED FORM AND ALL REQUIREMENTS BY:

Post: GPO Box 5099 Brisbane QLD 4001.
 Email: qbcc.saferbuildings@qbcc.qld.gov.au (document must be scanned and attached).
 In person: QBCC service centres are listed on our website qbcc.qld.gov.au.

1. BUILDING DETAILS

Lot no	<input type="text"/>	Plan type	<input type="text"/>	Plan no	<input type="text"/>
Street address (include no., street, suburb/locality and postcode)	<input type="text"/>				
	<input type="text"/>				
	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
Building name (if applicable)	<input type="text"/>				

2. BUILDING OWNER DETAILS

If the owner is a corporation, trust, body corporate/management body, an 'authorised representative' as a contact person must be shown.

Building owner's full name (e.g. if a Body Corporate - Body Corporate for XYZCTS123)	<input type="text"/>									
ACN	<input type="text"/>	ABN	<input type="text"/>							
Contact person's full name (if owner is a company or body corporate)	<input type="text"/>									
*Postal address	<input type="text"/>									
	<input type="text"/>									
	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>					
(*All correspondence will be mailed to the nominated postal address)										
Contact phone	<input type="text"/>	Alternative contact no	<input type="text"/>							
Email	<input type="text"/>									
	<input type="text"/>									

3. FIRE ENGINEER DETAILS

Refer to *Building Regulation 2006* (Qld) Part 4A, section 160 for the definition of a Fire Engineer.

Name/Company name (in full)															
Contact person (if a company)															
Postal address															
											State			Postcode	
Contact phone											Alternative contact no				
Email															
RPEQ Registration details (RPEQ, Registered Engineer Queensland)															

4. DATE THE FIRE ENGINEER DECIDED THE 'FIRE SAFETY RISK MITIGATION MEASURES' SHOULD BE PUT IN PLACE AT THE BUILDING

D	D		M	M		Y	Y	Y	Y
		/			/				

5. FIRE SAFETY RISK MITIGATION MEASURES RECOMMENDATION

The following fire safety risk mitigation measures are recommended to be carried out in respect to the building subject to this notice to reduce the risk of a fire at the building or injury or illness being caused by a fire at the building.

Examples of mitigation can include but are not limited to

- Immediate, or more frequent, servicing and maintenance of the fire safety system of a building.
- The removal of vegetation, vehicles or other flammable items from in and around a building.
- The removal of material forming part of, or attached or applied to, an external wall or another external part of a building.
- The carrying out of emergency evacuation drills partial or complete evacuation of a building

Introduction or review of management in use policies such as

- No smoking policies
- Hot works permit policies
- Stored goods policies

Recommendation:

If there is insufficient room in this form to list the recommended fire safety mitigation measures, you may attached additional pages containing those recommendations.

