This form is only to be used by a certifier requesting an FSSR in accordance with section 51 of the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021* (*EP&A Reg.*)

# Principal certifier

## Agreement

As the principal certifier, I confirm the following:

* I agree to pay Fire and Rescue NSW (FRNSW) the charges set out in [clause 48](https://legislation.nsw.gov.au/view/html/inforce/current/sl-2014-0551#sec.48) of the *Fire Brigades Regulation 2014* (see section 4).
* I have received the following documentation, as was submitted with the application for OC under section 37 of the *EP&A Reg*., which is being forwarded with this application:

 Copy of the application for OC (date endorsed and detailing the proposed area to be occupied)

 Copy of the development consent or complying development certificate

 Copy of any relevant construction certificate

 Copy of any relevant compliance certificate

 Copy of the fire safety certificate and current fire safety schedule

 Copy of any performance solution report applying to the relevant fire safety system (as per schedule).

|  |  |  |  |
| --- | --- | --- | --- |
| Name of principal certifier | **Enter name** | Registration number | **Registration no.** |
| Principal certifier phone | **Enter phone number** |
| Principal certifier email | **Enter email address** |

**Note**: An FSSR will not be provided if there is no application for OC to be determined by the principal certifier.

## Remittance advice information

Invoices will be issued based on the information provided below.

|  |  |  |
| --- | --- | --- |
| ASIC company name | **Remitter’s ASIC registered company name** |  |
| Australian business number | **ABN (not ACN)** | **Trading name** | **Remitter’s general trading name** |
| Remittance contact name | **Remitter’s contact name** |
| Remittance street address | **Remitter’s street address** |
| Remittance email address | **Remitter’s** e**mail address (generic)** |
| Remittance phone number | **Remitter’s phone number** | Remittance fax number | **Remitter’s fax number** |
| Purchase order ref. no. | If applicable | Project code ref. no. | If applicable |

# Project details

## Premises

|  |  |
| --- | --- |
| Premises name  | Premises name (if applicable) |
| Primary street address | **Primary street address** |
| Secondary address | Secondary street address (if applicable) |
| Premises suburb | **Premises suburb name** |
| Lot/DP numbers | **Lot/DP numbers** |

## Occupancy

|  |  |
| --- | --- |
| Which building class does this fire safety system report apply to? | **Select** |
| Please detail the specific areas this application for OC applies to |

## Description of building

|  |  |  |  |
| --- | --- | --- | --- |
| Main occupancy class | **Select** | Other occupancy classes | **Other classes** |
| Effective height (m) | **Actual effective height** | Rise in storeys | **RIS** |
| Does the related construction certificate pertain to a new or existing building? | **Select** |
| Is the building a united building (e.g. podium with towers)? | **Select** |
| Does a performance solution apply to any relevant fire safety system? | **Select** |
| Does the OC involve a performance solution which requires a final fire safety report? | **Select** |

**Note**: If the OC also requires a final fire safety report under section 50 of the *EP&A Reg*. the principal certifier can submit the [*final fire safety report application*](http://www.fire.nsw.gov.au/gallery/files/forms/Final%20fire%20safety%20report%20%28FFSR%29%20application.docx) form to request both reports concurrently. If not, separate applications are to be made and two reports with applicable charges may result.

Please indicate the scope of works to each relevant fire safety system:

|  |  |  |
| --- | --- | --- |
| **Relevant fire safety system** | **Scope of Works** | **Standard of performance** |
| Fire hydrant system | **Select** | **Select** |
| Fire hose reel system | **Select** | **Select** |
| Sprinkler system (including drenches) | **Select** | **Select** |
| Other hydraulic fire suppression system | **Select** | **Select** |
| Fire detection and alarm system | **Select** | **Select** |
| Mechanical ducted smoke control system | **Select** | **Select** |

# Function and performance testing

During an inspection, FRNSW may request the fire safety system demonstrate that it can perform as required by the current fire safety schedule. Please indicate if the following can be made available for testing:

|  |  |
| --- | --- |
| Installer of the fire hydrant and/or fire sprinkler system | **Select** |
| Installer of the fire detection and alarm system | **Select** |

**Note**: Fire safety system installers will be asked to demonstrate the functionality and performance of the installed system and reset to the normal operating state following any testing.

# Scheduled charges

FRNSW charge for the provision of services performed in connection with statutory fire safety as per the schedule of charges identified in [clause 48](https://legislation.nsw.gov.au/view/html/inforce/current/sl-2014-0551#sec.48) and [schedule 3](https://legislation.nsw.gov.au/view/html/inforce/current/sl-2014-0551#sch.3) of the *Fire Brigades Regulation 2014*.

The charges applicable are based on the rank of fire brigade member/s per hour of attendance at an inspection of the premises. A minimum of two fire brigade members will conduct the inspection for the purposes of a report.

|  |  |
| --- | --- |
| **Rank of member of fire brigade**  | **Amount per hour per member** |
| Fire safety engineer | $200 |
| Chief Superintendent  | $132 |
| Building surveyor | $130 |
| Engineer | $130 |
| Fire safety manager | $125 |
| Superintendent | $121 |
| Fire safety team leader | $110 |
| Inspector | $99 |
| Fire safety officer | $90 |
| Station commander or captain | $83 |
| Firefighter | $66 |

**Note**: For a full description of the charges applicable including terms, payment options, applying for a waiver or reduction of the charges, please refer to the FRNSW website at [firesafety.fire.nsw.gov.au](http://firesafety.fire.nsw.gov.au/).

# Submission of this form

This completed form is to be emailed to firesafety@fire.nsw.gov.au.

All plans and specifications required by FRNSW for assessment are to be attached to the email (or sent separately if necessary due to file size). Refer to [Submitting plans and specifications to FRNSW](https://www.fire.nsw.gov.au/page.php?id=9146) for further information.

# Contact us

For further information contact the Fire Safety Branch on (02) 9742 7434 or email firesafety@fire.nsw.gov.au.