

FACT SHEET - Fire Safety Statements

Introduction

This factsheet outlines how changes to the Environmental Planning and Assessment Regulation 2000 (the regulations) that commenced on 1 October 2017, affect building owners responsible for issuing fire safety statements.

The changes form part of NSW Government ongoing initiatives for a wider package of fire safety reforms to improve fire safety in new and existing buildings.

Fire Safety Statements

Building owners of many classes of buildings are required to ensure the fire safety measures serving their buildings are kept in working order. It is critical that these measures work as expected if a fire eventuates. These owners are also required to verify they are fulfilling this responsibility by routinely issuing fire safety statements.

The fire safety statement must be issued by the owner or the owner's agent. The fire safety statement is usually required to be issued at least once each year. These are referred to as Annual Fire Safety Statements. In some cases, there is a requirement to issue additional statements. These are referred to as Supplementary Fire Safety Statements.

The building owner or their agent must submit a copy of these documents to council and Fire and Rescue NSW. A copy must also be displayed in a prominent location in the building that it applies to, with a copy of the Fire Safety Schedule.

The Fire Safety Statement is a declaration that the existing essential fire safety measures serving the building have been assessed and are capable of performing to the standard required. It also declares that the building has been inspected and no fire exit breaches were observed.

The essential fire safety measures for a building are listed in the Fire Safety Schedule. The Fire Safety Schedule also specifies the required standard of performance for each measure listed.

Building owners are required to select a competent fire safety practitioner (CFSP) to undertake the necessary assessments and inspections before an Annual Fire Safety Statement or Supplementary Fire Safety Statement is issued.

In cases where a range of fire safety measures serve a building, more than one competent fire safety practitioner may be needed.

Once an accreditation system is established, building owners must select persons from a register of recognised competent fire safety practitioners (CFSP).

Owners are responsible for being satisfied that the persons they engage to perform fire safety statement assessments and inspections are competent.

Guide for Building Owners

A '[Guide for Building Owners](#)' to assist owners prior to the establishment of the accreditation framework and accreditation of competent fire safety practitioners (CFSP) has been published by the NSW Department of Planning and Environment.

The Guide will help building owners' in determining if a person is a competent fire safety practitioner.

Completion of Fire Safety Statements

Within a fire safety statement the building owners must include details of the competent fire safety practitioner(s) (CFSP) who completed the assessments and inspections.

Standard forms for Fire Safety Statements and Certificates prescribed by the Secretary of the NSW Department of Planning and Environment published on the Department's website must be used.

The CFSP responsible for assessing and endorsing each essential fire safety measure must be identified and sign the Fire Safety Statement Form as well as the CFSP who inspected the building for matters relating to Fire Safety Notices, Fire Exits, doorways forming or in the path of travel to an exit and paths of travel to an exit for ground for prosecution under Division 7 of Part 9 of the *Environmental Planning and Assessment Regulations 2000*

Section 6 of the form has two areas which must be completed – one area is white that must be completed by the CFSP who assesses and endorses the essential fire safety measures and a second area which is highlighted in green which must be completed by the CFSP (s) inspecting the building accordance with the requirements of clause 175 (b) of the *Regulations* to ensure that the above mentioned are being observed.

More information on building regulation reform can be found on the Building Regulation and Certification Reform page on the website www.planning.nsw.gov.au.