



**CONTRACTOR LICENCE**  
NAME JOHN CITIZEN  
LICENCE NUMBER 89123 EXPIRY DATE 01/01/11  
LICENCE CLASS FIRE PUMPS

**NOMINEE SUPERVISOR LICENCE**  
NAME JOHN CITIZEN  
LICENCE NUMBER 89123 EXPIRY DATE 01/01/11  
LICENCE CLASS FIRE PUMPS

**FIRE OCCUPATIONAL LICENCE**  
NAME JOHN CITIZEN  
LICENCE NUMBER 89123 EXPIRY DATE 01/01/11  
LICENCE CLASS FIRE PUMPS

**BSA**  
BUILDING SERVICES AUTHORITY  
Helping Queenslanders Build Better



Helping Queenslanders Build Better

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## INTRODUCTION

The Building Services Authority (BSA) regulates the building industry in Queensland. It is a statutory authority established under the *Queensland Building Services Authority Act 1991* (QBSA Act).

BSA's charter is to regulate the building industry through:

- licensing contractors
- educating homeowners about their rights and obligations
- educating contractors about their legal rights and responsibilities
- handling disputes fairly and equitably
- protecting homeowners against loss through insurance
- implementing and enforcing legislative reforms and, where necessary, prosecuting people who don't comply with the law

The terms '**builder**' and '**trade contractor**' refer to the range of building contractors who undertake various types of building work. This ranges from builders through to specialist trades such as landscaping, pest control and building design.

The term '**fire occupational licensee**' refers to an employee or sub-trade contractor who undertakes fire protection work within the scope of work for his licence class. A sub-trade contractor is one who contracts only with an appropriately-licensed trade contractor.

# ABOUT BSA

## What does BSA do?

### Contractor and consumer advice

BSA provides information and advice to consumers and contractors throughout Queensland. This assistance is provided through: the statewide number 1300 272 272; BSA offices across Queensland; BSA's website [www.bsa.qld.gov.au](http://www.bsa.qld.gov.au); media releases and articles; fact sheets and booklets; DVDs; seminars; and participation in trade and industry shows.

BSA provides information ranging from licensing advice, including licence checks and details about licence holders, through to information about the statutory Queensland Home Warranty Scheme and BSA's dispute resolution process.

### Licensing

Under the QBSA Act, all builders, building designers, most trade contractors and **ALL fire protection industry practitioners** must be licensed to carry out building work, or fire protection work. Some trade contractors require an occupational licence as well as a BSA licence.

To obtain a BSA licence, certain financial, experience, technical and managerial standards have to be met. BSA is responsible for assessing licence applications, issuing licences, and ensuring that licensees continue to meet the required standards.

### Dispute management

BSA has a Resolution Services division which provides information and assistance for consumers and contractors in disputes over defective or incomplete building work. BSA is not there to represent a particular party. Instead, its aim is to work with both consumers and contractors to resolve building problems.

### Contracts

BSA offers a range of plain-English contracts that cover all types of domestic building work and comply with the relevant legislation. BSA offers standard sub-contracts free on-line. BSA's contracts include:

The *New Home Construction Contract Pack* – recommended for the construction of an entire home. This pack includes all required forms and schedules and a BSA-approved contract information statement (named the Consumer Guide).

The *Renovation, Extension and Repair Contract Pack* – recommended for conveniently recording the essential details of smaller renovation and repair projects valued up to \$3,300.

The *Small Building Projects Contract* – recommended for minor domestic renovation and repairs priced at up to \$3,000. **Note** - It is illegal to use this contract for domestic building work costing more than \$3,300.

The *Natural Disaster Repairs Contract* - recommended for repairs arising from damage caused by a natural disaster.

The *Contract for Demolition of Residential Premises* - has been developed specifically to assist homeowners and

demolition contractors to record their agreement regarding the demolition of a home following a natural disaster.

All these contracts are available for purchase from your nearest BSA Office or can be downloaded for free from the BSA website.

# BSA FIRE OCCUPATIONAL LICENSING

## What is BSA fire occupational licensing?

BSA fire occupational licensing means all practitioners carrying out or supervising fire protection work require a licence. Everybody doing this work requires this licence (or a nominee supervisor or contractor licence), regardless of their employment status. There are some exceptions for plumbers and electricians - see pages 5 and 11.

## When did BSA fire occupational licensing commence?

Fire Occupational Licensing was mandatory from 1 January 2011.

## Why is this being introduced?

The 'Building Fire Safety in Queensland Budget Accommodation Report' was released after the Childers backpacker hostel fire. The report made recommendations to tighten up the fire protection industry. As a result of the findings, the QBSA Act was amended to include an occupational licensing scheme for the installation, maintenance or certification of a fire protection system for a building. Extensive consultation was carried out with the fire protection industry and other stakeholders before the Queensland Parliament passed the legislative changes.

## What is fire protection work?

Fire protection work is defined under the QBSA Act as any of the following, for a building or part of a building:

- The installation, restoration, repair or maintenance of a fire protection system;
- The preparation of any certificate, statement or record
  - (i) relating to the installation, restoration, repair or maintenance of a fire protection system; or
  - (ii) stating whether a fire protection system meets a standard, requirement or specification;
- The design of a fire protection system;
- The development, approval or certification of emergency evacuation procedures for a controlled evacuation during a fire emergency;
- The formulation or provision of alternative solutions relating to fire safety;
- The inspection or investigation of, and the provision of advice or a report about, compliance with the *Building Act 1975* or the Building Code of Australia relating to fire safety.

## What is a fire protection system?

A fire protection system is a system of fire protection comprising some or all of the following:

- Portable fire-fighting appliances, including, for example, wheeled fire extinguishers, fire hoses, fire blankets and portable fire extinguishers;
- Fire hydrants, with or without pumps;
- Fire hose reels, with or without pumps;
- A fire or smoke detection system, a heat or smoke alarm or another alarm system or emergency warning and communication system;
- A fire suppression system or fire sprinkler system, whether solid, liquid or gas –based;
- Fire doors, fire shutters and fire damper assemblies; and
- Emergency lighting.

## What benefit will these new laws have on the industry?

- Better protection for people and property in the event of a building fire;
- Improved training and safety for fire protection workers;
- Improved compliance with building fire safety regulations leading to reduced costs for owners, occupiers, government, emergency services and local governments;
- Greater community confidence that work is performed by appropriately skilled workers to the prescribed standards; and
- Reduced risks for fire fighters responding to fire emergencies.

## Who will need a licence?

Any person (including an employee or someone working under a subcontract arrangement) who personally performs or supervises fire protection work is required to hold an appropriate licence (see licence examples in section below).

## What licence will have to be held?

One of the following licences must be held to be able to personally carry out or supervise fire protection work:

- A fire protection occupational licence issued under the QBSA Act that authorises the licensee to personally carry out the work (as an employee or sub-trade contractor only);
- A contractor's licence issued under the QBSA Act that authorises the licensee to personally carry out the work (under contract for a builder or consumer); or
- A licence, registration or authorisation under an Act, other than the QBSA Act, that authorises the person to personally supervise or carry out the work (for example, an occupational licence issued under the *Plumbing and Drainage Act 2002* or the *Electrical Safety Act 2002*).

## Is anyone exempt from holding this licence?

Yes. Practitioners who do not need to hold a BSA fire occupational licence are apprentices, trainees and students.

## What defines an Apprentice, Trainee & Student?

- An apprentice is a person undertaking employment based training with a signed apprenticeship contract as prescribed by the *Vocational Education, Training and Employment Act 2000*
- A trainee is a person undertaking employment based training with a signed traineeship contract as prescribed in the *Vocational Education, Training and Employment Act 2000*.
- A student is a person who carries out fire protection work as part of training under the supervision of teaching staff at a university, college, school or RTO.

## Does the holder of a current fire protection BSA contractor or nominee supervisor licence have to apply for the occupational licence too?

No. If the work being performed falls within the scope of work of the current licence, an occupational licence is not required. However, if the work to be performed falls outside the scope of work of the current licence, an occupational licence will be required where the person is going to work as an employee or subcontractor to an appropriately licensed contractor. If the person wants to contract with builders or consumers, the normal application process will apply and that person will have to apply to hold the appropriate contractor licence, meeting all the licensing requirements.

## Examples

Work Being Carried Out	Type of Licence Required
Contractor enters into a contract with a client to certify reticulated water based sprinkler and suppression systems.	Contractor is required to hold a BSA contractor licence in Sprinkler and Suppression Systems (Reticulated Water Based) – Certify.
Employee of a contractor who holds a licence in Special Hazard Suppression Systems, certifies chemical and foam special hazard suppression systems.	Employee is required to hold a BSA fire occupational licence in Special Hazard Suppression Systems – Certify (restricted to chemical and foam special hazard systems).
Contractor holds a licence in Fire Detection, Alarm, and Warning Systems and contracts with a builder to carry out portable fire fighting appliances work.	Contractor is also required to hold a BSA contractor licence in Portable Fire Equipment and Hose Reels (Down Stream of Stop Cock only)

## Can the holder of a fire occupational licence contract to homeowners and builders?

No. This licence allows the person to work as an employee or subcontractor to a licensed contractor who holds a fire protection licence. To contract with homeowners or builders, the person will need the

required contractor licence and meet the technical, experience, financial and managerial requirements.

### **Can a licensed builder employ a person holding a fire protection occupational licence?**

Yes, he may *employ* (not contract with) a person holding a fire protection occupational licence and then contract to carry out fire protection work permitted under the employees respective fire licence.

### **Can a licensed builder carry out any fire protection work?**

No. A licensed builder is not able to personally perform any fire protection work. i.e. any work that falls under the scope of work of a fire protection licence. If the builder also holds a fire protection licence, then he is able to carry out the fire protection work permitted under the respective fire licence.

A licensed builder is able to engage appropriately licensed fire practitioners, as subcontractors, to perform fire protection work.

A licensed builder is able to construct fire separating walls.

### **Can a person holding a 'certify' fire class of licence design fire protection systems?**

No, a person holding a 'certify' fire class of licence is not permitted to design fire protection systems as the qualification for this licence does not include design competencies. Persons holding the BSA 'Install & Maintain' licence class are able to design the fire protection system they are installing. They are not able to design for others.

Designs may also be carried out by Registered Professional Engineers in Queensland.

### **I hold a fire safety professional licence. Can I design or install fire protection systems?**

A fire safety professional can *certify* the design or installation of a fire protection system. They are not able to design fire protection systems and are not able to install or maintain a fire protection system.

### **Can a building designer (holding a BSA design licence in low, medium or open) design fire services in a building?**

Where those items are as per the deemed to satisfy provisions of the BCA, they may be included on the plans by the designer. Other items will need to be designed by the appropriate practitioner e.g. A BSA hydraulic services designer licensee or a RPEQ.

### **Can a carpenter or joiner install and repair fire doors and shutters?**

Yes, however a licence in Passive Fire Protection - Fire Doors & Shutters (Certify) is required for the certification as a carpenter or joiner cannot certify. A carpenter or joiner cannot inspect and test either unless they hold the Passive Fire Protection - Fire Doors and Shutters (Inspect and Test) licence.

### **Can a licensed builder install fire doors and shutters?**

If the licensed builder holds a trade qualification in carpentry, they can install fire doors and shutters. They are not able to install fire doors and shutters if they do not hold a carpentry trade qualification. They are not able to

certify or inspect and test fire doors unless they hold the Passive fire protection - fire doors and shutters licence.

### **What work can locksmiths carry out on fire doors without a BSA licence?**

Work of the type usually performed by a locksmith is exempt from the definition of building work. No licence is required for locksmith work involving installation and repairs to opening hardware, locks, hinges, closers, stops, door furniture, seals, thresholds, viewers, etc, on doors.

### **I have an appropriate occupational plumbing or sprinkler fitting licence with the Plumbing Industry Council (PIC), am I able to install pump-sets, sprinkler systems, hydrants and hose reels for my employer?**

Yes, you are able to install and maintain (including inspect and test) those items permitted under your PIC licence as an employee, without holding the BSA fire occupational licence. This means you are also able to prepare an installer's statement upon installation. As an employee, you are not able to certify that work unless you hold the BSA fire occupational licence in the certify class. You are not able to contract with a builder or consumer without a BSA contractor's licence.

An installers statement is a statement about the installation of a fire protection system.

### **I am a licensed Electrical Mechanic. Am I able to install emergency lighting and fire detection, alarm and warning systems?**

Yes, you are able to install and maintain (including inspect and test) those items as an employee, without holding the BSA fire occupational licence. This means you are also able to prepare an installer's statement upon installation. As an employee, you cannot certify that work unless you hold a BSA fire occupational licence in the certify class.

An installers statement is a statement about the installation of a fire protection system.

### **I have a fire protection contracting company. My company is licensed in some fire classes but not all. One of my employees holds a fire occupational licence in emergency lighting and my company does not. Can I contract for emergency lighting work?**

No, the company cannot contract for work for which it does not hold the appropriate BSA contractor licence.

### **Is a fire licence required for an air-conditioning contractor to install fire dampers during the installation of a ducted air-conditioning system?**

No. Fire dampers are part of the air-conditioning system and therefore can be installed by the air-conditioning contractor. The contractor can also carry out passive fire protection work including fire rated penetrations of the air-conditioning system they install but cannot certify this work. Certification for the damper installation can only be carried out by a holder of a Passive Fire Protection - Fire Doors & Shutters (Certify) licence. Certification for penetration and joint sealing can only be carried out by a holder of a Passive Fire Protection - fire collars, penetration and joint sealing (Certify) licence.

### **Is a BSA licence required to 'Certify' or 'Inspect & Test' stairwell pressurisation systems?**

Yes, a BSA licence in Fire Safety Professional or Refrigeration, Air-conditioning and Mechanical Services including unlimited (or limited) design is required. If the work involves professional engineering services under the Professional Engineers Act 2002, then they will need to be a registered engineer (RPEQ).

### **Can a building certifier approve the building plans for a building which includes fire services?**

Yes, a valid certification licence allows the holder to perform this work.

### **Can a building certifier certify the installed fire services for a building that is the subject of a Building Development approval ?**

Yes, a valid certification licence allows the holder to perform this work.

### **Can a building certifier certify the fire services for a building that is *not* the subject of a Building Development Approval?**

No, in this case he is not able to certify the fire services without holding the relevant fire licence (certify class).

### **Can a building certifier carry out an audit or inspection or provide advice on fire services for a completed building?**

No, in this case he is not able to do this work without holding a relevant fire licence.

### **Can a building certifier provide pre-construction preliminary advice on fire services where not engaged as a building certifier?**

No, in this case he is not able to do this work without holding relevant fire licence.

### **Who can sign a Form 15 or 16?**

A form 15 or 16 can be signed by a person deemed to be competent by the building certifier. BSA does not regulate the legislation governing Forms 15 and 16. This is regulated by the Department of Local Government and Planning, Building Codes Queensland division. For more advice on this matter, BCQ can be contacted on (07) 3239 6369.

### **Who needs an emergency procedures licence?**

- A BSA emergency procedures licence is required by practitioners who are developing emergency evacuation procedures for the controlled evacuation of buildings, structures and workplaces during a fire emergency.
- A Fire Safety Advisor (FSA) is able to develop these procedures for the building where they are acting as FSA without holding the BSA emergency procedures licence. They are not able to develop them for other buildings.
- A building owner, building manager or facilities manager is able to develop these procedures for their own building without holding the BSA emergency procedures licence. They are not able to develop them for other buildings.

### **I am a RPEQ. Do I need a BSA licence as well?**

Registered Professional Engineers in Queensland do not need a BSA licence to carry out work under their

professional engineering practice. This generally means a RPEQ is able to design and certify (incl. inspect and test) fire protection systems but are not able to install or maintain them. To install or maintain fire protection systems, the appropriate BSA licence is required.

### **Do I need a BSA licence as a diesel fitter working on fire pumps?**

No, diesel fitters do not require a BSA licence to install or maintain the diesel engines forming part of the fire pump system.

### **Who can carry out work on the respective electrical and mechanical components of a fire suppression system?**

*Electrical components* – A BSA licensee holding the fire detection, alarm and warning systems licence can isolate the mechanical components of the fire suppression system to carry out work on the electrical components of the fire suppression system - extra low voltage only. A licensed electrical mechanic can also perform this work.

*Mechanical components* - A BSA licensee holding the special hazard suppression systems licence can isolate the electrical components of the fire suppression system to carry out work on the mechanical components of the fire suppression system.

### **Can a practitioner with a BSA fire detection, alarm and warning systems licence in the install or maintain licence class disconnect and reconnect the gas cylinder of a special hazards suppression system?**

Yes, he is able to remove and replace stored pressure cylinders of a gas suppression system.

### **Can a practitioner with a sprinkler and suppression systems (reticulated water based) licence carry out work on reticulated water mist systems?**

Yes, he is also able to carry out work on water mist systems.

### **Can a BSA or PIC licensed plumber install fire collars?**

Yes, they are able to install cast-in or retrofit fire collars to plumbing services.

### **Can a drywall plasterer install fire-rated mastic as part of the construction of a fire-rated wall or ceiling system?**

A BSA licensed drywall plasterer can "construct and install plasterboard non-load bearing, fire-rated walls and ceilings". If the fire-rated wall or ceiling (tested) system requires fire-rated mastic around the perimeter or in control/expansion joints (all as per the "tested" system), the BSA licensed drywall plasterer is able to install these. He can also install sheeting to load bearing fire-rated walls. A BSA licensed drywall plasterer can install fire-rated access panels. A BSA licensed drywall plasterer is not able to perform any other fire-rated penetration or joint sealing work unless he holds a BSA licence in Passive fire protection - fire collars, penetrations and joint sealing.

### **What are the approval requirements when repairing damaged fire-rated walls or ceilings?**

All repairs must be carried out by a BSA licensed contractor. Any repairs to fire-rated walls or ceilings (irrespective of their age) will need to be assessed and approved under a building development approval with all work complying with current standards. Contact your

Building Certifier for advice.

### **As a building owner, can I carry out fire protection work myself?**

While a building owner does not require a BSA licence to personally perform fire protection work with a value less than \$1,100, under the *Building Fire Safety Regulation 2008*, fire protection work performed to comply with QDC MP6.1 must be performed by a person holding an appropriate BSA licence. Similarly, if an occupational licence issued by the Plumbing Industry Council or Electrical Safety Office is required to carry out the work (e.g. fire protection work that comprises plumbing or electrical work), the owner must hold the relevant occupational licence.

### **I work on fire detection, alarm and warning systems and hold an appropriate BSA licence or an appropriate electrical licence. Do I also need to hold Australian Communications and Media Authority (ACMA) cabling registration?**

If the work you are carrying out connects, or has the ability to connect, to a telecommunications network then you are required to be an ACMA registered cabler. You must hold the ACMA cabling registration as well as the BSA or electrical licence. For more information on cabling registration please visit the ACMA website [www.acma.gov.au/WEB/STANDARD/pc=PC\\_300153](http://www.acma.gov.au/WEB/STANDARD/pc=PC_300153) or phone 1300 850 115.

### **What class of licence is required to carry out annual surveys under AS1851?**

These surveys must be certified ('signed off') by a BSA licensee holding the certify category of licence. They can be based upon evidence obtained in the field by other BSA licensed fire practitioners holding the same class of licence in any category (I&M or I&T). Supplementary evidence may also be obtained from the building owner or occupier.

### **EXTINGUISHING AGENT HANDLING LICENCE**

Under Federal Government legislation, systems and extinguishers using ozone depleting substances and synthetic greenhouse gases are permitted. However they must be serviced and maintained by technicians who hold an Extinguishing Agent Handling Licence (EAHL).

Before working on any gaseous fire suppression system or portable fire extinguisher, technicians should check they hold an appropriate EAHL licence.

For more information please contact: Executive Officer - Ozone Protection, Fire Protection Industry (ODS & SGG) Board, T: 03 9890 1544, E: [ozone@fpaa.com.au](mailto:ozone@fpaa.com.au)

Fact sheet: [www.fpaa.com.au/licencing/?licencing=factsheets&register=ozone](http://www.fpaa.com.au/licencing/?licencing=factsheets&register=ozone)

### **How to obtain a fire occupational licence**

To apply for a fire occupational licence you must provide the following:

- A completed copy of the application form
- Payment of the application fee
- Proof of identity
- Meet the relevant technical requirement

### **How can I change my fire occupational licence to a nominee supervisor or contractor licence?**

To apply for a nominee supervisor or contractor licence you must provide the following:

- A completed Individual Licence Application Form
- Payment of the application fee
- A copy of the approved managerial qualification
- Experience and references

## **OTHER IMPORTANT LICENCE ISSUES**

### **Occupational licences**

There are two types of occupational licence that BSA refers to in this booklet:

1. BSA Fire Occupational Licence – this is issued by BSA
2. Other government department occupational licences – these are issued by other government departments such as: the Plumbing Industry Council; Department of Employment, Economic Development and Innovation (Division of Mines and Energy); Electrical Safety Office; and Queensland Health.

If you hold a licence in Plumbing, Drainage, Gas Fitting or Termite Management Chemical, your BSA licence is subject to you holding the appropriate occupational licence at all times. For example:

- If you hold a BSA Plumbing and/or Drainage licence, you are also required to hold an occupational licence with the Plumbing Industry Council.
- Licensees holding a BSA Gas Fitting licence must also hold a licence with the Division of Mines and Energy.
- If you hold a BSA Termite Management Chemical licence you must also hold a licence issued by Queensland Health.

Your BSA licence will be suspended or cancelled if you do not hold a current occupational licence, therefore you will need to ensure your occupational licence is always valid.

### **Financial requirements for licensing (contractor licence only)**

Your licence is subject to you satisfying BSA's financial requirements at **all** times.

If at any time your actual annual turnover exceeds your Allowable Annual Turnover by 10% or more, you **MUST** notify and seek written approval from BSA. In these instances BSA may require you to provide updated financial documentation.

You may risk suspension or cancellation of your licence if you fail to provide BSA with updated financial information when requested.

**NOTE:** there is no requirement for the holder of a Nominee Supervisor licence or a Fire Occupational Licence to meet the above financial requirements.

## Change of address

If you change your address or any of your personal contact details, you **MUST** notify BSA within 14 days of the change.

Change of address can be made by completing the "Change of Particulars – Form 7" available on BSA's website or you can call 1300 272 272 and change your details over the phone.

All BSA correspondence is sent to the postal address last notified by you and is deemed to be served under the QBSA Act.

If you fail to notify BSA of your change of contact details, you may not receive BSA correspondence such as your annual renewal notice and risk suspension or cancellation of your licence.

## Company Licensing

Where a company is entering into contracts to carry out fire protection work or building work, it is required to hold a licence. A separate licence number will be issued.

Companies that undertake fire protection work or building work, risk prosecution if they do not hold the relevant licence with BSA. It is illegal to employ an individual or have a director who is licensed with BSA and use their licence number on contracts. As the company is a separate legal entity, it must have its own licence to carry out the work.

In summary, the QBSA Act states that a person (including a company) must not carry out, or undertake to carry out, building work (including fire protection work) unless they hold a licence of the appropriate class. A person (including a company) is deemed to have carried out, or undertaken to carry out, building work where they:

- Directly or indirectly cause building work to be carried out; or
- Provide advisory, administrative, management or supervisory services in relation to building work; or
- Enter into a contract or submit a tender for building work, or offer to carry out building work.

For example, a company may be taken to have carried out building work or fire protection work if it receives payment, or arranges materials and labour, or prepares plans and specifications. A company that is the principal contractor will be deemed to have carried out building work or fire protection work even where the work is carried out under a subcontract with another licensee.

## Nominee Supervisor changes

A nominee supervisor is a licensed person nominated by a company who provides general supervision of building work carried out by the company under its licence.

If you are a nominee for a licensed company and you wish to withdraw as nominee for the company you **MUST** complete and return an Individual Nominee Form to BSA. This form is available on the BSA website or upon request from any BSA office. When this form is received, BSA will update the company licence details to show that you

are no longer the nominee. By notifying BSA that you are no longer nominee for the company you relinquish your responsibility as nominee which will ensure that you cannot be held responsible for work performed by the company after that date.

## Company

If a company ceases to have a nominee or changes its nominee, the company **MUST** complete and return the Company Nominee Form to BSA within 14 days. This form is available on the BSA website or upon request from any BSA office.

If a company fails to have a nominee for a period exceeding 28 days it risks suspension or cancellation of its licence. Further, if after the 28 days have elapsed the company continues to carry out building work or undertakes to carry out building work without a nominee, the company and each of its directors commit an offence. The maximum penalty for this is \$18,750.

If a company fails to provide BSA with details of a new nominee, the company also risks prosecution under Section 55 of the QBSA Act for which the maximum penalty is \$2,000.

## Engaging other trades

If you hold a trade contractor licence (e.g. Carpentry, Fire Pumps, Emergency Lighting, etc) you can only engage other contractors to perform the same work as your licence class allows. For example, a Fire Pumps licensee can only engage other Fire Pump contractors.

Builders with any of the licences listed below can engage any appropriately *licensed* trade contractor to carry out work under the builder's scope of work:

- Builder Low Rise
- Builder Medium Rise
- Builder Open
- Builder Restricted to Kitchen, Bathroom and Laundry Installation
- Builder Restricted to Shopfitting
- Builder Restricted to Structural Landscaping
- Builder Restricted to Swimming Pool Construction
- Builder Restricted to Special Structures

It is an offence for a builder to engage any unlicensed trade contractor and they must therefore ensure all direct sub-contractors on their sites are licensed.

Engaging an unlicensed trade contractor to perform building work may result in BSA initiating prosecution under Section 51B of the QBSA Act. The maximum penalty is \$16,000.

Sub-trade contractors are not required to hold a BSA licence unless the work is for a fire protection system. A sub-trade contractor is one who only contracts with a licensed trade contractor and never with a builder or consumer.

# RENEWING YOUR LICENCE

Your BSA Fire Occupational Licence can be renewed annually or for three years. When you first apply for the licence, it is granted for one year only. On your first renewal, you can choose to renew for one or three years. The advantages of renewing for a three year period include less administration, and a discounted fee.

If you hold a Fire Occupational Licence as well as a BSA Contractor or Nominee Supervisor licence, you must renew it every year. The renewal date is the anniversary date of when your licence was first issued.

## How will I know when my renewal is due?

The expiry date is shown on your licence card. One month before your licence renewal is due, BSA will forward you a renewal notice advising you of your renewal date. You have until 4.30pm on your renewal date to pay the renewal fee and provide the required financial information. As previously stated it is critical that you keep your address details up-to-date with BSA.

## What will happen if I don't renew by the renewal due date?

If you do not renew your licence by the renewal due date, your licence may be suspended. Suspension prohibits you from supervising, carrying out or undertaking to carry out any building work or fire protection work. This includes signing building contracts, providing quotes or tenders or completing work already in progress. Continuation of any of these activities while your licence is suspended may result in prosecution.

If your licence is suspended for a period of three months or more, it may be cancelled. If your licence is cancelled you will have to re-apply and satisfy all licensing requirements at that time. It is therefore critical you renew your licence by the due date.

## What do I need to provide to renew my licence?

To renew your BSA Fire Occupational licence you need to pay either the one year renewal fee or the three year renewal fee, whichever you choose. To renew your contractor licence you need to pay the annual fee and provide financial information which satisfies the BSA financial requirements. If you hold a nominee supervisor grade licence, you only need to pay the annual fee.

## How can I renew?

The renewal notice will advise you of the amount payable. There are a number of options available to renew your licence:

- **BSA Phone Pay - 1300 272 272**

Phone Pay is a quick and easy service enabling you to renew your licence over the phone without the need for completing any paperwork. Simply ring 1300 272 272 and provide details of your licence number, renewal number, nominated annual turnover and credit card or direct debit details (if previously arranged).

Licensed contractors with an anticipated annual turnover for the next licence year higher than \$300,000 can pay the fee using Phone Pay, however a financial report completed by your accountant will still be required by your licence renewal due date.

- **By Post**

Mail your payment, completed renewal form and financial documentation (if applicable) to GPO Box 5099 Brisbane QLD 4001.

- **In Person**

Visit your nearest BSA office and provide payment, the completed renewal form and financial information (if applicable).

## When will I get my new licence?

When your licence renewal is completed, BSA will send you a letter confirming the approval, and if applicable, your Allowable Annual Turnover for the year ahead. Your licence card will be sent to you approximately three weeks later.

## What is a licence?

A licence is issued to authorise a licensee to carry out and/or supervise a certain class of building work or fire protection work.

Upon approval of a licence application, BSA issues a licence of the appropriate class(es). The licence is a card which states the licensee's name, licence number, the class of work the licensee is entitled to perform, the grade of licence held and states to any restrictions that may be applicable to the licence.

Your licence is your entitlement to operate legally as a fire practitioner, builder, certifier, trade contractor, nominee supervisor, site supervisor or building designer in Queensland. As you are responsible for any building work performed under contract with your BSA contractor licence you must ensure that you are the only person using your licence.

## Penalty for licence lending

The improper use of a licence card, certificate, number or PIN is an offence under Section 51 (1) of the QBSA Act which may result in BSA initiating prosecution, for which the maximum penalty is \$25,000.

## What if my licence card is stolen or lost?

You should immediately notify BSA in writing so that the card can be revoked. Additional or replacement licence cards will attract a small fee.

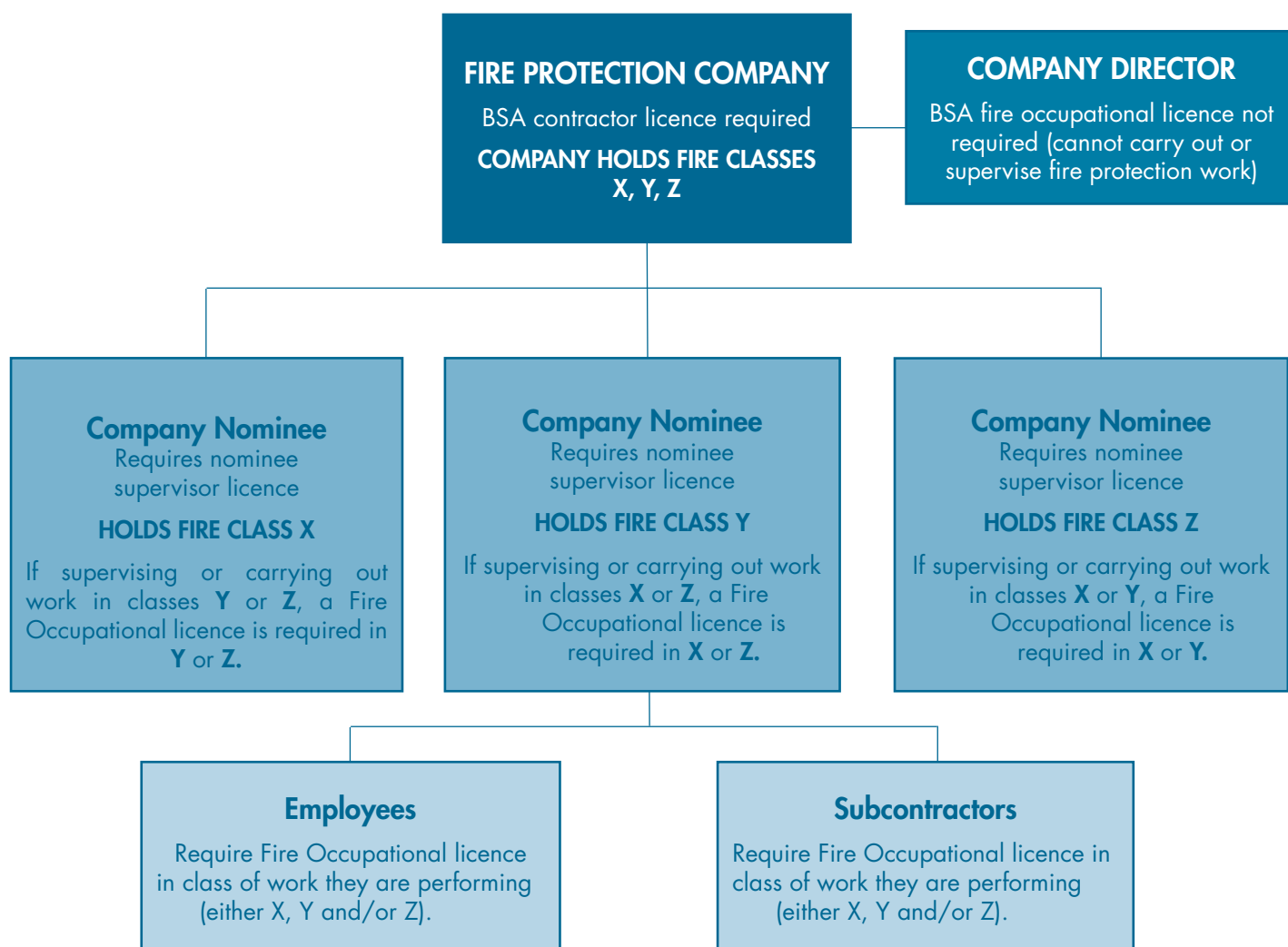
## What is required if my licence is cancelled?

The legislation requires you to return any previously issued licence cards to BSA within 14 days of receiving notice of the cancellation.

## Penalty for failure to comply

A person who fails, without reasonable excuse, to return their licence card after it has been cancelled commits an offence under Section 53(1) of the QBSA Act which will result in BSA prosecution. The maximum penalty is \$8,000.

# COMPANIES: WHO NEEDS A LICENCE?



## GRADES OF BSA LICENCE

Each licence class is divided into three grades depending on your experience, qualifications and ability to meet BSA's financial requirements. The grades are: Contractor;

Nominee Supervisor; and Fire Occupational. The tables below show what work can be undertaken, and what requirements must be met to obtain each grade.

Licence Grade	Technical	Managerial	Experience	Financial
Contractor	✓	✓	✓	✓
Nominee Supervisor	✓	✓	✓	
Fire Occupational	✓			

Licence Grade	Supervise fire protection work	Nominee for a company	Enter into contracts for fire protection work
Contractor	✓	✓	✓
Nominee Supervisor	✓	✓	
Fire Occupational	✓		Only able to sub-contract to another licensed contractor who is licensed in the same fire class.

## Fire Licence Class Framework

This table lists the 12 unique Fire Licence classes and the categories for each class.

LICENCE CLASS	OCCUPATIONAL LICENCE	CONTRACTOR / NOMINEE SUPERVISOR LICENCE GRADE
<b>Passive fire protection – fire doors and shutters</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test</li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test</li> </ul>
<b>Passive fire protection – fire collars, penetrations and joint sealing</b>	<ul style="list-style-type: none"> <li>• Certify, install and maintain</li> </ul>	<ul style="list-style-type: none"> <li>• Certify, install and maintain</li> </ul>
<b>Passive fire protection – fire and smoke walls and ceilings</b>	<ul style="list-style-type: none"> <li>• Certify</li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> </ul>
<b>Special hazard suppression systems</b>	<ul style="list-style-type: none"> <li>• Certify – restricted to gaseous, water mist and reticulated foam proportioning systems</li> <li>• Certify – restricted to chemical and foam special hazard systems</li> <li>• Install and maintain</li> <li>• Maintain - restricted to gaseous, water mist and reticulated foam proportioning systems</li> </ul>	<ul style="list-style-type: none"> <li>• Certify – restricted to gaseous, water mist and reticulated foam proportioning systems</li> <li>• Certify – restricted to chemical and foam special hazard systems</li> <li>• Install and maintain</li> <li>• Maintain - restricted to gaseous, water mist and reticulated foam proportioning systems</li> </ul>
<b>Sprinkler and suppression systems – reticulated water based</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Certify – restricted to commercial or industrial type</li> <li>• Certify – restricted to domestic or residential type</li> <li>• Inspect and test <sup>1</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Certify – restricted to commercial or industrial type</li> <li>• Certify – restricted to domestic or residential type</li> <li>• Install and maintain</li> <li>• Install and maintain – restricted to commercial or industrial type</li> <li>• Install and maintain – restricted to domestic or residential type</li> <li>• Inspect and test</li> </ul>
<b>Fire pumps</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test <sup>1</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain</li> <li>• Inspect and test</li> </ul>
<b>Fire hydrants and hose reels</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test <sup>1</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain</li> <li>• Inspect and test</li> </ul>
<b>Portable fire equipment and hose reels (hose reels down stream of stop cock only)</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain</li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain</li> </ul>
<b>Fire detection, alarm and warning systems</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain – extra low voltage <sup>2</sup></li> <li>• Maintain – extra low voltage <sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Install and maintain – extra low voltage <sup>3</sup></li> <li>• Maintain – extra low voltage <sup>3</sup></li> </ul>
<b>Emergency Lighting</b>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test <sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Certify</li> <li>• Inspect and test <sup>3</sup></li> </ul>
<b>Emergency Procedures</b>		
<b>Fire Safety Professional</b>		

<sup>1</sup> - Not required if you hold an appropriate occupational licence with the Plumbing Industry Council.

<sup>2</sup> - Not required if you hold an appropriate occupational licence with the Electrical Safety Office.

<sup>3</sup> - Not required if you hold an appropriate contractor licence with the Electrical Safety Office.

# SCOPES OF WORK

## DEFINITIONS

<b>Certify means:</b>
(a) to give advice or a report, including a certificate, stating that a fire protection system complies with Australian and international standards, Building Code of Australia requirements and manufacturer's specifications after conducting a survey of the system; and (b) to give a QBSA licensee certificate under the <i>Building Regulation 2006</i> for the work. NOTE: Certify includes inspect and test.
<b>Inspect and test means:</b>
(a) to inspect by visual examination the components of fire protection systems or equipment to establish correct settings, physical condition or fitness for purpose under 1-5-5, AS 1851-2005; and (b) to test, after inspecting, by the confirmation of correct function or performance of a component or system under 1-5-13, AS 1851-2005.
<b>Install means:</b>
(a) place a fire protection system in position ready for use; or (b) restore a fire protection system to its original operating specifications; or (c) alter a fire protection system; or (d) provide an installer's statement in relation to the work <b>EXAMPLE:</b> Where the fire system is altered from its original design specifications by way of replacing components with those of different specifications, it is installation.
<b>Installer's statement means:</b>
A statement about the installation of a fire protection system.
<b>Maintain means:</b>
(a) inspect and test a fire protection system and any other fire safety measures to ensure continued operation at their original performance levels and in accordance with any relevant Australian Standards; or (b) repair or replace defective components to keep a fire protection system in a working order according to original specifications (c) carry out preventative maintenance; or (d) prepare a maintenance record of the work mentioned in paragraphs (a) to (c).
<b>Maintenance record means</b>
a record of any maintenance carried out.
<b>Preventative maintenance means</b>
Lubrication, cleaning, adjustment and replacement of parts for the purpose of minimising faults or malfunctions of a fire protection system. <b>EXAMPLE:</b> where a fire system is not altered from its original design specifications it is maintenance and repair ('like for like' replacement of components).
<b>Survey means:</b>
The visual inspection of a fire protection system to identify if the system has been altered, damaged or compromised.

## EMERGENCY LIGHTING OCCUPATIONAL LICENCE

### Licence Classes

- (1) Certify (2) Inspect and test \*

### Scope of work

- (1) For the licence class - Certify — certify, inspect and test emergency lighting systems to provide a level of illumination for safe evacuation in a fire emergency, provide identification of exits and paths of travel to an exit, and to safeguard occupants by making them aware of the fire emergency.
- (2) For the licence class - Inspect and test — inspect and test emergency lighting systems to provide a level of illumination for safe evacuation in a fire emergency, provide identification of exits and paths of travel to an exit, and to safeguard occupants by making them aware of the fire emergency.

### Technical qualifications

- (a) For the licence class - Certify —
- (i) the successful completion of all of the following units of competency—
- Apply OHS Requirements Policies and Procedures in the Construction Industry CPCCOHS2001A;
  - Read and Interpret Plans and Specifications CPCCCM2001A;
  - Carry Out Measurements and Calculations CPCCCM1005A;
  - Inspect for Legislative Compliance PUAFIR510A;
  - Prepare a Fire Protection Certification Statement or Report REP 1;
  - Inspect, Test and Maintain Emergency Exit Lighting Systems PRMPFES26B; or
- (ii) successful completion of a course the authority considers is at least equivalent to all of the units of competency mentioned in paragraph (a)(i);
- (b) For the licence class - Inspect and test —
- (i) the successful completion of Certificate II in Asset Maintenance (Fire Protection Equipment) PRM20406 including successful completion of the competency—
- Inspect, Test and Maintain Emergency Exit Lighting Systems PRMPFES26B; or
- (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i); or
- (iii) possession of an electrical mechanic licence.

\*Not required if you hold an appropriate occupational licence with the Electrical Safety Office

## EMERGENCY PROCEDURES OCCUPATIONAL LICENCE

### Scope of work

Develop and approve emergency evacuation procedures for the controlled evacuation of buildings, structures and workplaces during a fire emergency.

### Technical qualifications

- (a) the successful completion of the following units of competency from the Public Safety Training Package PUA00—
- (i) Identify, Prevent and Report Potential Workplace Emergency Situations PUAWER001A;
- (ii) Ensure Workplace Emergency Prevention Procedures, Systems and Processes are Implemented PUAWER002A;
- (iii) Manage and Monitor Workplace Emergency Procedures Equipment and Other Resources PUAWER003A;
- (iv) Respond to Workplace Emergencies PUAWER004A;
- (v) Operate as Part of an Emergency Control Organisation PUAWER005A;
- (vi) Lead an Emergency Control Organisation PUAWER006A;
- (vii) Manage an Emergency Control Organisation PUAWER007A;
- (viii) Confine Small Workplace Emergencies PUAWER008A; or
- (b) successful completion of a course the authority considers is at least equivalent to a course mentioned in paragraph (a).

# FIRE DETECTION, ALARM AND WARNING SYSTEMS OCCUPATIONAL LICENCE

## Licence Classes

- (1) Certify      (2) Install and maintain - extra low voltage\*      (3) Maintain – extra low voltage\*

## Scope of work

- (1) For the licence class - Certify — certify, inspect and test fire detection, alarm and warning systems, including inputs to, and outputs and controls from, fire alarm systems, fire ventilation controls, and suppression system monitoring and controls.
- (2) For the licence class - Install and maintain - extra low voltage — install and maintain fire detection, alarm and warning systems, including inputs to, and outputs and controls from, fire alarm systems, fire ventilation controls, and suppression system monitoring and controls but limited to systems and controls with extra low voltage.
- (3) For the licence class - Maintain - extra low voltage — maintain fire detection, alarm and warning systems, including inputs to, and outputs and controls from fire, alarm systems, fire ventilation controls, and suppression system monitoring and controls but limited to systems and controls with extra low voltage.

## Technical qualifications

- (a) For the licence class - Certify - any one of the following—
- (i) the successful completion of Certificate IV in Fire Systems Compliance (Fire Detection Systems) 30903QLD;
  - (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i);
  - (iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following—
    - category IAD—certification of installation of fire detection and alarm systems;
    - category IAE—certification of installation of emergency warning and intercommunications systems;
    - category MAE—certification of maintenance of fire detection and alarm systems;
    - category MAF—certification of maintenance of emergency warning and intercommunications systems.
- (b) For the licence class - Install and maintain - extra low voltage - any one of the following —
- (i) the successful completion of either—
    - Certificate III in Electrotechnology Building Services UTE30299, including the specialisation in fire systems; or
    - Certificate III in Fire Protection Control UEE31006;
  - (ii) successful completion of a course the authority considers is at least equivalent to either of the courses mentioned in paragraph (b)(i);
  - (iii) possession of an electrical mechanic licence;
  - (iv) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following—
    - category IAD—certification of installation of fire detection and alarm systems;
    - category IAE—certification of installation of emergency warning and intercommunications systems;
    - category MAE—certification of maintenance of fire detection and alarm systems;
    - category MAF—certification of maintenance of emergency warning and intercommunications systems.
- (c) For the licence class Maintain - extra low voltage - any one of the following —
- (i) the successful completion of Certificate II in Asset Maintenance (Fire Protection Equipment) PRM20406;
  - (ii) the successful completion of Certificate II in Fire Alarm Servicing UEE21005;
  - (iii) successful completion of a course the authority considers is at least equivalent to the courses mentioned in paragraph (c)(i) or (c)(ii);
  - (iv) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following—
    - category MAE—certification of maintenance of fire detection and alarm systems;
    - category MAF—certification of maintenance of emergency warning and intercommunications systems;
  - (v) possession of an electrical mechanic licence.

\* Not required if you hold an appropriate occupational licence with the Electrical Safety Office

## FIRE HYDRANTS AND HOSE REELS OCCUPATIONAL LICENCE

Licence Classes
(1) Certify    (2) Inspect and test*
Scope of work
(1) For the licence class - Certify — certify, inspect and test fire hydrants and hose reels. (2) For the licence class - Inspect and test — inspect and test fire hydrants and hose reels.
Technical qualifications
<p>(a) For the licence class - Certify —</p> <ul style="list-style-type: none"> <li>(i) the successful completion of all competency units contained in Certificate IV in Fire Systems Compliance (Hydrants, Sprinklers and Pump-Sets) 30903QLD; or</li> <li>(ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or</li> <li>(iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following— <ul style="list-style-type: none"> <li>• category IAB—certification of installation of fire hose reel systems;</li> <li>• category IAC—certification of installation of fire hydrant systems;</li> <li>• category MAC—certification of maintenance of fire hose reel systems;</li> <li>• category MAD—certification of maintenance of fire hydrant systems.</li> </ul> </li> </ul> <p>(b) For the licence class - Inspect and test —</p> <ul style="list-style-type: none"> <li>(i) the completion of PRM20406 Certificate II in Asset Maintenance (Fire Protection Equipment) including completion of PRMPFES37A Inspect and Maintain Fire Hydrants; or</li> <li>(ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i).</li> </ul>

\*Not required if you hold an appropriate occupational licence with the Plumbing Industry Council

## FIRE PUMPS OCCUPATIONAL LICENCE

Licence Classes
(1) Certify    (2) Inspect and test*
Scope of work
(1) For the licence class - Certify — certify, inspect and test fire pumps. (2) For the licence class - Inspect and test — inspect and test fire pumps.
Technical qualifications
<p>(a) For the licence class - Certify —</p> <ul style="list-style-type: none"> <li>(i) successful completion of Certificate IV in Fire Systems Compliance (Hydrants, Sprinklers and Pump-Sets) 30903QLD; or</li> <li>(ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or</li> <li>(iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following — <ul style="list-style-type: none"> <li>• category IAS-L1—certification of installation of pressure maintenance fire pump sets;</li> <li>• category IAS-L2—certification of installation of fire hose reel pump sets;</li> <li>• category IAS-L3—certification of installation of residential fire sprinkler pump sets;</li> <li>• category IAS-L4—certification of installation of fire protection pump sets;</li> <li>• category MAP-L1—certification of maintenance of pressure maintenance fire pump sets;</li> <li>• category MAP-L2—certification of maintenance of pre-assembled fire pump sets;</li> <li>• category MAP-L3—certification of maintenance of fire protection pump sets.</li> </ul> </li> </ul> <p>(b) For the licence class - Inspect and test —</p> <ul style="list-style-type: none"> <li>(i) successful completion of both of the following units of competency— <ul style="list-style-type: none"> <li>• Install Water Pump Sets CPCPWT3005A;</li> <li>• Test Fire Protection Systems for Pressure CPCPFS3005A; or</li> </ul> </li> <li>(ii) successful completion of a course the authority considers is at least equivalent to the units of competency mentioned in paragraph (b)(i).</li> </ul>

\*Not required if you hold an appropriate occupational licence with the Plumbing Industry Council

## FIRE SAFETY PROFESSIONAL OCCUPATIONAL LICENCE

### Scope of work

- (1) The formulation and provision of alternative solutions relating to fire safety.
- (2) The inspection of, or reporting on, buildings (including existing, temporary or special structures) against fire performance legislation, such as the Building Code of Australia and the *Building Act 1975*.
- (3) Certify, inspect and test a fire protection system.
- (4) However the scope of work does not include professional engineering services under the *Professional Engineers Act 2002*.

### Technical qualifications

Any 1 of the following—

- (a) successful completion of a Graduate Diploma in Building Fire Safety and Risk Engineering EGQB; or
- (b) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a);

## PASSIVE FIRE PROTECTION – FIRE AND SMOKE WALLS AND CEILINGS OCCUPATIONAL LICENCE

### Licence Classes

- (1) Certify

### Scope of work

Certify, inspect and test fire walls, smoke walls or fire rated ceiling systems requiring a fire resistant level under the Building Code of Australia.

### Technical qualifications

Successful completion of —

- (a) Certificate III in Wall and Ceiling Lining CPC31208 and one of the following —
  - (i) Quality Assure Fire rated Lining Systems CPCCBC4047A; or
  - (ii) Prepare a Fire Protection Certificate Statement REP 1; or
- (b) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a);

## PASSIVE FIRE PROTECTION – FIRE COLLARS, PENETRATIONS AND JOINT SEALING OCCUPATIONAL LICENCE

### Licence Classes

- (1) Certify, Install and Maintain

### Scope of work

Certify, install and maintain, inspect and test— fire collars, fire rated penetrations and fire rated joint sealing.

### Technical qualifications

Successful completion of —

- (a) both of the following—
  - (i) Certificate II in Asset Maintenance (Fire Protection Equipment) PRM 20406 including the successful completion of the following competencies —
    - Identify Passive Fire and Smoke Containment Products and Systems PRMPFES36A; and
    - Inspect and Test Passive Fire and Smoke Containment Products and Systems PRMFES39A; and
  - (ii) Prepare a Fire Protection Certification Statement or Report REP 1; or
- (b) successful completion of a course the authority considers is at least equivalent to the courses mentioned in paragraph (a);

## PASSIVE FIRE PROTECTION – FIRE DOORS AND SHUTTERS OCCUPATIONAL LICENCE

Licence Classes
(1) Certify (2) Inspect and test
Scope of work
(1) For the licence class - Certify — certify, inspect and test fire doors and shutters (2) For the licence class - Inspect and test — (a) inspect fire doors and shutters; and (b) test fire doors and shutters.
Technical qualifications
(a) For the licence class - Certify — (i) the successful completion of Certificate IV in Fire Systems Compliance (Passive Fire Equipment) 30903QLD; or (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or (iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following — <ul style="list-style-type: none"><li>• category IAM—certification of installation of fire doors and fire shutters;</li><li>• category MAN—certification of maintenance of fire doors and fire shutters.</li></ul> (b) For the licence class - Inspect and test — (i) successful completion of Certificate II in Asset Maintenance (Fire Protection Equipment) PRM 20406 including the successful completion of the following competencies — <ul style="list-style-type: none"><li>• Identify Fire and Smoke Doors PRMPFES33A;</li><li>• Inspect and Test Hinged Fire and Smoke Doors PRMPFES35A; or</li></ul> (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i).

## PORTABLE FIRE EQUIPMENT AND HOSE REELS (HOSE REELS DOWN STREAM OF STOP COCK ONLY) OCCUPATIONAL LICENCE

Licence Classes
(1) Certify (2) Install and maintain
Scope of work
(1) For the licence class - Certify — certify, inspect and test portable fire equipment and hose reels (hose reels down stream of stop cock only), including non-pumped presence of water tests. (2) For the licence class - Install and maintain — Install and maintain portable fire equipment and hose reels (hose reels down stream of stop cock only), including non-pumped presence of water tests. <b>NOTE 1:</b> Portable fire equipment includes, for example, wheeled fire extinguishers, fire hoses, fire blankets, and portable fire extinguishers. <b>NOTE 2:</b> PLEASE READ SECTION ON EXTINGUISHING AGENT HANDLING LICENCE ON PAGE 7.
Technical qualifications
(a) For the licence class - Certify — (i) the successful completion of Certificate IV in Fire Systems Compliance (Fire Fighting Appliances) 30903QLD; or (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or (iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following: <ul style="list-style-type: none"><li>• category IAA—certification of selection, location and installation of portable fire appliances;</li><li>• category MAA—certification of on-site maintenance of portable fire appliances, wheeled fire extinguishers and delivery lay-flat fire hoses;</li><li>• category MAB—certification of workshop maintenance of portable fire appliances, wheeled fire extinguishers and delivery lay-flat fire hoses;</li><li>• category MAC—certification of maintenance of fire hose reel systems;</li><li>• category MAD—certification of maintenance of fire hydrant systems.</li></ul> (b) For the licence class - Install and maintain — (i) the successful completion of Certificate II in Asset Maintenance (Fire Protection Equipment) PRM20406 including successful completion of the following competency units— <ul style="list-style-type: none"><li>• Service Portable Fire Extinguishers and Fire Blankets in the Field PRMPFES09B;</li><li>• Inspect, Test and Replace Fire Hose Reels in the Field PRMPFES10B;</li><li>• Install portable fire extinguishers, fire blankets and battery powered smoke alarms PRMPFES11B; or</li></ul> (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i)

## SPECIAL HAZARD SUPPRESSION SYSTEMS OCCUPATIONAL LICENCE

### Licence Classes

- |   |  |
|---|--|
| <p>(1) Certify – restricted to gaseous, water mist and reticulated foam proportioning systems</p> <p>(2) Certify – restricted to chemical and foam special hazard systems</p> | <p>(3) Install and maintain</p> <p>(4) Maintain - restricted to gaseous, water mist and reticulated foam proportioning systems</p> |
|---|--|

### Scope of work

- (1) For the licence class - Certify – restricted to gaseous, water mist and reticulated foam proportioning systems— certify, inspect and test gaseous, water mist and reticulated foam proportioning systems.
- (2) For the licence class - Certify – restricted to chemical and foam special hazard systems — certify, inspect and test chemical and foam stored pressure systems.
- (3) For the licence class - Install and maintain — install and maintain gaseous, water mist and reticulated foam proportioning systems and chemical and foam stored pressure systems.
- (4) For the licence class - Maintain - restricted to gaseous, water mist and reticulated foam proportioning systems — maintain gaseous, water mist and reticulated foam proportioning systems.

**NOTE:** PLEASE READ SECTION ON EXTINGUISHING AGENT HANDLING LICENCE ON PAGE 7.

### Technical qualifications

- (a) For the licence class - Certify – restricted to gaseous, water mist and reticulated foam proportioning systems —
- (i) the successful completion of all competency units contained in Certificate IV in Fire Systems Compliance (Special Hazards) 30903QLD except for units:
    - Certify Wet and Dry Chemical Suppression Systems (Installation) 4IAI; and
    - Certify Wet and Dry Chemical Suppression Systems (Maintenance) 4MAJ; or
  - (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or
  - (iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following —
    - Category IAJ - certification of installation of gaseous systems; and
    - Category MAK – certification of maintenance of gaseous systems.
- (b) For the licence - Certify - restricted to chemical and foam special hazard systems —
- (i) the successful completion of all competency units contained in Certificate IV in Fire Systems Compliance (Special Hazards) 30903QLD except for units:
    - Certify Gaseous Fire Suppression Systems (Installation) 4IAJ and
    - Certify Gaseous Fire Suppression Systems (Maintenance) 4MAK; or
  - (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i); or
  - (iii) accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following —
    - category IAI - certification of installation of chemical fire systems; and
    - category MAJ – certification of maintenance of chemical fire systems.
- (c) For the licence class - Install and maintain —
- (i) the successful completion of Certificate III in Fire Protection CPC32808; or
  - (ii) successful completion of a course the authority considers is at least equivalent to this course.
- (d) For the licence class - Maintain - restricted to gaseous, water mist and reticulated foam proportioning systems —
- (i) the successful completion of Certificate III in Asset Maintenance (Fire Protection Equipment) PRM30406, including successful completion of the following competency units—
    - Inspect and Maintain Portable Foam Generating Equipment PRMPFES24B;
    - Inspect and Test Gaseous Fire Suppression Systems PRMPFES25B;
    - Inspect, Test and Maintain Pre-engineered Aqueous Fire Suppression Systems PRMPFES27B;
    - Inspect, Test and Maintain Pre-engineered Water Mist Fire Suppression Systems PRMPFES31B; or
  - (ii) successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (d)(i).

## SPRINKLER & SUPPRESSION SYSTEMS (RETICULATED WATER BASED) OCCUPATIONAL LICENCE

### Licence Classes

- |                       |   |  |
|-----------------------|---|--|
| (1) Certify           | (2) Certify - restricted to commercial or industrial type | (3) Certify - restricted to domestic or residential type |
| (4) Inspect and test* |   |  |

## Scope of work

- (a) For the licence class - Certify - certify, inspect and test —
- reticulated water based fire suppression systems or fire sprinkler systems which are of a commercial or industrial type designed in accordance with AS 2118.1 – 1999; and
  - reticulated water based fire suppression systems or fire sprinkler systems which are of a domestic type designed in accordance with AS 2118.5 – 1995 or of a residential type designed in accordance with AS 2118.4 1995, to a maximum height of 4 storeys.
- (b) For the licence class - Certify - restricted to commercial or industrial type — certify, inspect and test reticulated water based fire suppression systems or fire sprinkler systems which are of a commercial or industrial type designed in accordance with AS 2118.1 – 1999.
- (c) For the licence class - Certify - restricted to domestic or residential type — certify, inspect and test reticulated water based fire suppression systems or fire sprinkler systems which are of a domestic type designed in accordance with AS 2118.5 – 1995 or of a residential type designed in accordance with AS 2118.4 1995, to a maximum height of 4 storeys.
- (d) For the licence class - Inspect and test - inspect and test —
- reticulated water based fire suppression systems or fire sprinkler systems which are of a commercial or industrial type designed in accordance with AS 2118.1 – 1999; and
  - reticulated water based fire suppression systems or fire sprinkler systems which are of a domestic type designed in accordance with AS 2118.5 – 1995 or of a residential type designed in accordance with AS 2118.4 1995, to a maximum height of 4 storeys.

## Technical qualifications

- (a) For the licence class - Certify —
- the successful completion of Certificate IV in Fire Systems Compliance (Hydrants, Sprinklers and Pump-Sets) 30903QLD; or
  - successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (a)(i); or
  - accreditation from the Fire Protection Industry Board, that the applicant has successfully completed all of the following —
    - category IAK—certification of installation of residential life safety sprinkler systems;
    - category MAL—certification of maintenance of residential life safety sprinkler systems;
    - category IAF—certification of installation of engineered water discharging (based) fire systems (deluge, drencher, sprinkler and spray systems);
    - category MAG—certification of maintenance of engineered water discharging (based) fire systems (deluge, drencher, sprinkler and spray systems).
- (b) For the licence class - Certify - restricted to commercial or industrial type —
- the successful completion of Certificate IV in Fire Systems Compliance (Hydrants, Sprinklers and Pump-Sets) 30903QLD; or
  - successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (b)(i); or
  - accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following —
    - category IAF—certification of installation of engineered water discharging (based) fire systems (deluge, drencher, sprinkler and spray systems);
    - category MAG—certification of maintenance of engineered water discharging (based) fire systems (deluge, drencher, sprinkler and spray systems).
- (c) For the licence class - Certify - restricted to domestic or residential type —
- the successful completion of Certificate IV in Fire Systems Compliance (Hydrants, Sprinklers and Pump-Sets) 30903QLD; or
  - successful completion of a course the authority considers is at least equivalent to the course mentioned in paragraph (c)(i); or
  - accreditation from the Fire Protection Industry Board, that the applicant has successfully completed both of the following —
    - category IAK—certification of installation of residential life safety sprinkler systems;
    - category MAL—certification of maintenance of residential life safety sprinkler systems.
- (d) For a licence class - Inspect and test —
- the possession of a licence issued by the Plumbing Industry Council under the *Plumbing and Drainage Act 2002* in the class of plumber holding the endorsements of —
    - fire protection (commercial and industrial); and
    - fire protection (domestic and residential); or
  - the possession of a licence issued by the Plumbing Industry Council under the *Plumbing and Drainage Act 2002* in the classes of —
    - water plumber—fire protection (commercial and industrial); and
    - water plumber—fire protection (domestic and residential).

**\*Not required if you hold an appropriate occupational licence with the Plumbing Industry Council**

Updated September 2011



**1300 272 272**

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**BUILDING SERVICES AUTHORITY**