

# General requirements of the QFES Scope Reduction Initiative

Ver 01/2019

## Overview of process

1. Determine if the specific building development application meets the criteria for the QFES Scope Reduction Initiative (SRI) by referring to the QFES Referral Agency Response Scope Reduction Initiative letter.
2. If the application meets one of the SRIs, refer to the relevant QFES Referral Agency Response Information Sheet for QFES advice.
3. If QFES referral agency advice is still required process application as normal.
4. When the Certificate of Classification has been issued the Assessment Manager is to forward to QFES all relevant development documents in accordance with the *Building Act 1975*.
5. Forward development documents to QFES via e-lodgement (preferred), email, electronic media or hard copy. If not submitted through e-lodgement, the Documentation Only Submission Form must be included.

## QFES Scope Reduction Initiative Conditions

Should the proposed building work meet the particular SRI criteria and no 'Request for Assessment' is submitted the following conditions apply:

- QFES will not provide further advice;
- QFES will not provide an Assessment Report for the building work;
- QFES will not inspect the building work prior to the issuing of the Certificate of Classification; and
- QFES still require the submission of 'certificates and other documents' upon completion of building work and will not issue an invoice upon receipt of the required documentation.

## Option to submit Request for Assessment

If the proposed building work meets the scope reduction criteria, a 'Request for Assessment' may still be submitted, at the discretion of the Assessment Manager/Certifier. In such cases, the normal QFES assessment process will be undertaken and fees charged accordingly.

## Development documentation

In accordance with the *Building Act 1975*, it is a requirement of the Assessment Manager/Certifier to provide QFES with 'certificate and other documents' upon completion of the building work. For building work that falls within the QFES SRI, this legislative requirement continues to apply.

Documentation required by QFES includes, but is not limited to:

<a href="#">CSO-080</a> QFES Documentation Only Submission Form	<b>Required</b> with all submissions when not lodged through QFES e-lodgement
Decision Notice	<b>Required</b> with all submissions
Certificate of Classification	<b>Required</b> with all submissions
Drawings – As Constructed	<b>Required</b> with all submissions
List of Fire Safety Installations	<b>Required</b> with all submissions as defined in the <i>Building Act 1975</i> Schedule 2 Dictionary
FEB/FER Documentation	<b>Required</b> (where applicable) with all submissions
Form 15	Recommended (where applicable) with all submissions
Form 71	<b>Required</b> with all submissions where hydrants are flow tested for compliance
Form 16	Recommended (where applicable) with all submissions

Note: It is QFES's preference that the submission of all development documentation is undertaken at the completion of building work (post construction).



© State of Queensland (Queensland Fire and Emergency Services) 2019

All Queensland Fire and Emergency Services material in this document – except any material protected by a trademark, and unless otherwise noted – is licensed under a [Creative Commons Attribution 4.0 licence](#).

