

# Referral Agency Advice Meetings and Inspections

## What types of meetings are available?

### Preliminary Meetings

A Preliminary Meeting is a meeting to discuss a building approval where the building design is Deemed-to-Satisfy (DTS), or unknown, prior to a 'Request to Assess/Reassess Special Fire Services and/or Performance Solution Design' referral to Queensland Fire and Rescue (QFR). A preliminary meeting may occur on a job where there has been either, no other activity, or only a previous preliminary meeting.

### Performance Building Design Brief/Fire Engineering Brief Meetings

A Performance Building Design Brief (PBDB), referred to as a Fire Engineering Brief (FEB) in the *Building Fire safety Regulation 2008*, is a meeting to discuss a Performance Solution building approval prior to construction starting on the building.

### Minor Performance Meetings

A Minor Performance meeting is to discuss a Performance Solution building approval once an Assessment Report has been issued and construction has started on the building.

### Building Approval Officer Consultancy Meetings

A Building Approval Office (BAO) Consultancy meeting is a meeting to discuss a DTS building approval after the 'Request to Assess/Reassess Special Fire Services and/or Performance Solution Design' has been received by QFR.

## What types of inspections does QFR conduct?

### Interim Inspection

An interim inspection is a request to inspect one or many Special Fire Services (SFSs) prior to the SFS installation being completed.

### Inspection for Staged Approval

An inspection for staged approval is a request to inspect or test SFSs within a part of a building so that a Certificate of Occupancy can be issued by the Building Certifier for that part of the building.

### Additional Inspection

An additional inspection is a request to carry out another inspection or test of SFSs (other than an Interim Inspection or Test).

### Inspection

An inspection is a request to inspect or test one or more SFSs in the building.

### Re-Inspection

A re-inspection is a request to re-inspect or test one or more SFSs in the building following a Non-Compliant Inspection and Report.

For more information, contact your local QFES Community Safety Operations Office at [www.fire.qld.gov.au/compliance-and-planning](http://www.fire.qld.gov.au/compliance-and-planning)