



# QUEENSLAND FIRE AND EMERGENCY SERVICE MAINTENANCE INSPECTION REPORT

Station File No.
QFES File No.
0079816

**Building / Part of Bldg. / Business Name:** OAKS APARTMENTS      **Inspection Date:** 23/08/2019  
**Building Address:** 48 O'KEEFE ST WOOLLOONGABBA  
**Business Conducted:** ACCOMMODATION      **No. of Floor Levels:** \_\_\_\_\_      **Max Occupants:** \_\_\_\_\_      **No. of Staff:** \_\_\_\_\_  
**Occupier / Managing Entity / Body Corp:** \_\_\_\_\_      **Ph. No.** \_\_\_\_\_  
**Address:** \_\_\_\_\_      **Fax No.** \_\_\_\_\_  
**Contact Person:** JESSICA HALEY      **Email:** \_\_\_\_\_      **Ph. No.** 0439659758

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|---|--|--|
| <p><b>Insp.</b></p> <p><b>1st 2nd</b> <b>Evacuation Routes</b></p> <p>1 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Passageways / Stairwells / clear</p> <p>2 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Unobstructed external to final exits</p> <p><b>Exit Doors</b></p> <p>4 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hardware / correct / maintained</p> <p>5 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Unobstructed / undamaged / unlocked</p> <p><b>Fire / Smoke Doors and Walls</b></p> <p>6 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Doors unobstructed / undamaged</p> <p>7 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p>8 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Walls, no unprotected penetrations</p> <p><b>Evacuation Signs (General)</b></p> <p>9 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Contain req. diagram / procedures</p> <p>10 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> In place / understandable</p> <p><b>Signs in Accommodation Units</b></p> <p>11 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Secured in place</p> <p>12 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Contain required information</p> <p><b>Occupancy Numbers</b></p> <p>13 <input type="checkbox"/> <input type="checkbox"/> No overcrowding</p> <p><b>Exit Signs / Emergency Lighting</b></p> <p>15 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained</p> <p>16 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Fire Extinguishers</b></p> <p>17 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained</p> <p>18 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> | <p><b>Insp.</b></p> <p><b>1st 2nd</b> <b>Fire Hose Reels</b></p> <p>19 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained</p> <p>20 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Fire Detection and Alarm System</b></p> <p>21 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained / No faults or isolations</p> <p>22 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Evacuation System</b></p> <p>26 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained / No faults or isolations</p> <p>27 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Sprinkler System</b></p> <p>28 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Sprinkler and Booster maintained</p> <p>29 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>On Site Hydrant System</b></p> <p>30 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Booster installation maintained</p> <p>31 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Hydrants maintained</p> <p>32 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Pumpsets</b></p> <p>33 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintained</p> <p>34 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Stairwell Pressurisation</b></p> <p>35 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Mechanical Ventilation (CAR PARK)</b></p> <p>36 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Maintenance record produced / current</p> <p><b>Standby Power Supply</b></p> <p>37 <input type="checkbox"/> <input type="checkbox"/> Maintenance record produced / current</p> | <p><b>Insp.</b></p> <p><b>1st 2nd</b> <b>Emergency Lift – Fire Service Control</b></p> <p>38 <input checked="" type="checkbox"/> <input type="checkbox"/> Operational test conducted</p> <p><b>Housekeeping</b></p> <p>41 <input checked="" type="checkbox"/> <input type="checkbox"/> Acceptable</p> <p><b>Evacuation Plans</b></p> <p>42/48 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Written plan in place / current</p> <p>44 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> In specified form</p> <p>47 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Available for inspection</p> <p><b>Evacuation Instruction (Staff)</b></p> <p>50/52/54 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Record of instruction produced / current</p> <p>56 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Evac. practice record produced / current</p> <p>57 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Fire Safety Adviser</p> <p><b>Approval Documents</b></p> <p>59 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Obtained / kept with Evac. Plan</p> <p>60 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Certificate of Classification displayed</p> <p><b>Occupier Statement (Annual)</b></p> <p>61/39 <input checked="" type="checkbox"/> <input type="checkbox"/> Produced / current / Critical Defect Notice</p> <p><b>Record Security</b></p> <p>62 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Copy kept on site</p> <p>63 <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> 2nd copy kept offsite</p> <p><b>Fire Safety Management Plan (Budget Accommodation)</b></p> <p>64 <input type="checkbox"/> <input type="checkbox"/> Prepared / current / implemented</p> <p>65 <input type="checkbox"/> <input type="checkbox"/> Available for inspection</p> <p>66 <input type="checkbox"/> <input type="checkbox"/> Evac. practice record produced / current</p> |
|---|--|--|

✓	Acceptable	<p><b>IMPORTANT NOTICE TO OCCUPIER</b></p> <p>An "X" (Not acceptable) recorded in any sections of this report indicates that you have not complied with relevant legislative requirements. Any fault identified by an "X" must be rectified prior to the reinspection date. Enforcement action may be taken against you for any remaining fault.</p> <p>This report does not imply and should not be construed as implying that the fire safety features within the building meet all legislative requirements, nor is it to be construed as certifying that any fire safety feature is, at the date hereof, serviceable or in good working order.</p>
X	Not Acceptable	
—	Not Applicable	

**Comments:** COMPLIANT AT TIME OF INSPECTION      **Reinspection Date:** on or after \_\_\_ / \_\_\_ / 20\_\_\_

**1st Inspection. Name:** MALCOLM MUECAT      **Sign:**      **Station:** ANNERLEY  
**2nd Inspection Name:** \_\_\_\_\_      **Sign:** \_\_\_\_\_      **Date:** 23/08/2019

**Referred to Area Commander Name:** \_\_\_\_\_      **Action Taken:** \_\_\_\_\_

White – Occupier / Manager 1st Inspection      Green – Occupier / Manager 2nd Inspection      Yellow – Area Commander File Copy      Buff – Community Safety      Pink – Bookfast

DATE: 20 June 19 DEBTOR ID: 0400KE LOCATION: Daks opts  
 EEMP: 2016 SIGNS: 2016 Wool/Bengabba  
 EVACUATION START TIME: 1350 EVACUATION FINISH TIME: 1359 TOTAL EVAC TIME: 9 mins

**Briefing**

Topic	YES	Comments - Observations
Site Specific Information e.g. nearest safest exit, A/Area, Alarm tones, etc.	/	
Chief Warden Group Roles / Responsibilities	/	
Floor Warden – Area Warden Roles / Responsibilities	/	Brief conducted.
Warden Roles / Responsibilities	/	
Areas to be searched – Who is responsible	/	
P.E.E.P.S & Refusals	/	
Safety within the stairwell & Assembly area e.g. Orderly Flow, Items allowed/disallowed, additional hazards along route	✓	

**EVACUATION CHECKLIST**

Topic	YES	NO	Comments - Observations
Warden identification	✓		Labs
Egress routes clear	✓		All clear
Emergency / fire exit doors operating correctly	/		
Use of nearest safe exit	/		
Audible levels – Alarms, PA system	/		
Floor and/or wardens reported to Chief Warden	/		staff investigated & reported.
Chief Warden use of additional Wardens	/		
Chief Warden's use of FIP, PA, WIP Phone	/		
Deputy Chief Warden / Communications officer	✓		
- Incident Log completed	/		
- Floors cleared	/		
- P.E.E.P.S	/		Residents/Guests
- Refusals to leave	✓		
EWIS system operation	/		
Warden's controlled occupants	/		
Assembly Area used	/		Under bridge
Occupancy Egress Behaviours	✓		

**DE-BRIEFING**

WARDENS OBSERVATIONS	YES	NO	ACTIONS – RECOMMENDATIONS
Alert tone – Beep Beep	✓		
Evacuation tone – Whoop Whoop	✓		
Public address system – Announcements	✓		
Any life safety issues / Concerns		✓	

ADDITIONAL COMMENTS:

Representative Name: Kyle Johnston Signature: [Signature] Date: 20 June 19

# Routine Activity Test Schedule

**Date** 2-10-2019  
**Date Range** 01/1/2019 to 01/1/2020  
**Client** Radius Apartments CTS48720  
**Contract** Radius Apartments

**Legend**

Overdue	In Progress
Complete	Upcoming Event
Can't Complete	



Property	Product	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019
Oaks Woolloongabba	Exit & Emergency Lighting Single Point System			Y 6M								Y 6M	
Oaks Woolloongabba	Fire Blankets			6M								6M	
Oaks Woolloongabba	Fire Detection Systems	M	M	M	M	M	M	M	Y M	M	M	M	M
Oaks Woolloongabba	Fire Doorsets - Hinged & Pivoted								Y				
Oaks Woolloongabba	Fire Doorsets - SOU								Y				
Oaks Woolloongabba	Fire Extinguishers			Y 6M								Y 6M	
Oaks Woolloongabba	Fire Hose Reels			Y 6M								Y 6M	
Oaks Woolloongabba	Fire Hydrant Systems			Y 6M								Y 6M	
Oaks Woolloongabba	General Sprinkler & Hydrant Pumpsets	M	M	M	M	6M M	M	M	M	M	M	Y 6M M	M
Oaks Woolloongabba	General Sprinkler System	M	M	M	M	6M M	M	M	M	M	M	Y 6M M	M

W = Weekly, M = Monthly, Q = Quarterly, 6M = 6-Monthly, Y = Yearly, 2Y = 2-Yearly, 3Y = 3-Yearly, 5Y = 5-Yearly, 10Y = 10-Yearly, 25Y = 25-Yearly, 30Y = 30-Yearly