



Compliance Schedule Details:

SS 9 – Mechanical Ventilation or Air Conditioning Systems

Please provide the following information with your Building Consent Application - Form 2

(If you need help to complete this form, consult the system provider or an IQP who is registered for the system above)

Applicant Name:

Site Address:

Existing Compliance Schedule Number(s): (if applicable)

.....

.....

Building Name:

Installation provider: (if known)

Risk / Purpose group:

Fire Hazard Category:

Total Occupant Load:

SPECIFIED SYSTEM DESCRIPTION (address those items that apply)

Specified systems: Existing New Modified Removed

Type:

- Toilet extract system servicing multiple facilities
- Ducted ventilation or air conditioning system
- Spray booth ventilation system where the booth forms all or part of the building
- Air-handling system that maintains a differential air pressure in a hospital operating theatre, medical isolation room, quarantine facility or pharmaceutical manufacturing plant
- Cooling-water system incorporating one or more cooling towers or evaporative condensers
- Air-handling system required to function in smoke management or smoke clearance mode during a fire
- System incorporating one or more solid liquid or gas-fired boilers
- System containing one or more electric heating elements mounted in air handling units or ducts located outside the occupied space
- Split air conditioning unit that introduces fresh air into the building
- Dust extract system in a building that is not part of the building
- Other: [specify]

Location Plan for specified systems and records is attached: YES NO

No.	Equipment location	Make (Main components)	Model
1			
2			
3			
4			

If needed continue the list on another sheet of paper

STANDARDS (address those items that apply)

Specifically, designed solutions do not apply if the system has been installed against a specific Standard(s) / document.

Performance / installation:	<input type="checkbox"/> NZS 4303:1990 Ventilation for acceptable indoor air quality. <input type="checkbox"/> AS 1668:2012 The use of ventilation and air-conditioning in buildings. Part 2: Ventilation design for indoor-air contamination control. <input type="checkbox"/> AS 1668:2002 The use of ventilation and air-conditioning in buildings. Part 2: Ventilation design for indoor-air contamination control. Amendment 1 and 2 <input type="checkbox"/> AS/NZS 1668:2015 The use of ventilation and air-conditioning in buildings. Part 1: Fire and smoke control in buildings <input type="checkbox"/> AS/NZS 1668.1:1998 The use of ventilation and air conditioning in buildings. Fire and smoke control in multi-compartment buildings <input type="checkbox"/> AS/NZS 3666:2011 Air-handling and water systems of buildings. Part 1: Microbial Control - Design, installation and commissioning Part 2: Microbial Control - Operation and maintenance <input type="checkbox"/> AS/NZS 4740:2000 (R2016) Natural ventilaters - classification and performance. <input type="checkbox"/> AS/NZS 3823:2012 Performance of electrical appliances – Air-conditioners and heat pumps. <input type="checkbox"/> AS/NZS 4114:2003 Spray painting booths, designated spray-painting areas and paint mixing rooms Part 1: Design, construction and testing. Part 2: Installation and maintenance. <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) <input type="checkbox"/> Other:
Inspections and Maintenance: <i>Systems Hygiene</i> <i>Chemical control</i> <i>Fire and Smoke Control</i>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> AS/NZS 3666.2:2011 <input type="checkbox"/> AS/NZS 1668.1:2015 <input type="checkbox"/> AS/NZS 4740:2000 <input type="checkbox"/> AS/NZS 4114:2003 – Part 2 <input type="checkbox"/> AS/NZS 3823.1.2:2012 <input type="checkbox"/> Other: </div> <div style="width: 45%;"> <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) </div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> AS/NZS 3666.3:2011 -Table 3.2 <input type="checkbox"/> AS/NZS366.4:2011 <input type="checkbox"/> Other: </div> <div style="width: 45%;"> <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) </div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> AS 1851:2012 – Section 13 <input type="checkbox"/> AS 1851-2012/Amdt 1-2016 <input type="checkbox"/> AS 1851:2005 <input type="checkbox"/> AS 1851-2005/Amdt 1-2006 <input type="checkbox"/> AS 1851-2005/Amdt 2-2008 <input type="checkbox"/> Other: </div> <div style="width: 45%;"> <input type="checkbox"/> Specifically, designed solution prepared by a person who, on the basis of experience and qualifications, is competent to do so. (Details provided) </div> </div>
INSPECTIONS, MAINTENANCE AND REPORTING (address those items that apply)	
Minimum inspection and maintenance procedures:	Regular inspection and planned preventative maintenance and responsive maintenance will be carried out in accordance with the nominated performance and inspection standard/document to ensure effective operation and preservation of any inbuilt safety features.

Inspection frequency and responsibility:	Depending on the type of installation and its performance standard/document: <ul style="list-style-type: none"> <input type="checkbox"/> Specifically, designed solutions: by IQP only <input type="checkbox"/> Standard /other document: <ul style="list-style-type: none"> <input type="checkbox"/> Weekly: by IQP <input type="checkbox"/> Monthly: by IQP <input type="checkbox"/> Annually: by IQP
Inspections & Maintenance: <i>Weekly/ Monthly Inspections</i> <i>Monthly/ Annual Inspections</i> <i>Chemical Control</i>	<p>In addition to the maintenance required by the applicable standard selected, particular attention will be given to systems incorporating cooling towers or evaporative condensers, in case organisms such as <i>Legionella</i> are present.</p> <p>Monthly and annual inspections will be carried out as per the applicable standard / document selected. However, where appropriate any additional inspections or maintenance activities required to ensure that a system continues to operate properly will be included with inspection and maintenance procedures.</p> <ul style="list-style-type: none"> <input type="checkbox"/> For cooling towers and evaporative condensers with automatic chemical dosing: Bacteriological tests: Compliance Schedule Handbook, Table 1, Pg 40 <input type="checkbox"/> For cooling towers and evaporative condensers without automatic chemical dosing: Weekly dip-slide tests. If dip-slide tests have a result greater than 10⁵ cfu / ml, control strategies in AS/NZS 3666.3 Table 3.2 must be implemented.
Reporting:	<p>The owner will keep records of all inspections, maintenance and repairs undertaken in the previous 24 months. These will be recorded in the On-Site Log Book, which will remain on the premises with the most recent compliance schedule, and as a minimum include:</p> <ul style="list-style-type: none"> • Details of any inspection, test or preventative maintenance carried out, including dates, works undertaken, faults found, remedies applied and the person who performed the work. • Form 12A provided annually by the IQP.