

Australian Standard™

Fire safety audits

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PREFACE

This Standard was prepared by Standards Australia Committee FP-021, Fire Safety Audits, to supersede AS 4655(Int)—2002.

The objective of this Standard is to set out a structured process of auditing fire safety against audit criteria to enable stakeholders to adequately gauge, to differing levels of confidence, the efficacy and suitability of fire safety measures in facilities and to ensure that adequate fire safety records are generated and retained. Stakeholders include facility owners, occupiers, managers, the authority having jurisdiction and other interested parties.

This edition of the Standard outlines the process and framework for audits aligned with ISO 19011, *Guidelines for quality and/or environmental management systems auditing*, adapted for fire safety auditing.

The Standard enhances the previous edition by re-defining the categories of audit into three levels that offer varying degrees of confidence that the audit criteria have or have not been met. Audit team member roles have been clarified and additional guidance is given for audit team member competence and audit criteria.

This edition includes normative requirements and its application has been broadened from buildings to all facilities where fire safety needs to be managed on an ongoing basis.

The term 'informative' has been used in this Standard to define the application of the appendix to which it applies. An 'informative' appendix is only for information and guidance.

This Standard incorporates a Commentary on some clauses. The Commentary directly follows the relevant clause, is designated by 'C' preceding the clause number and is printed in italics in a panel. The Commentary is for information only and does not need to be followed for compliance with the Standard.

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FOREWORD

Fire safety audits are undertaken for a variety of reasons, such as to indicate compliance with statutory requirements, as part of due diligence, pre-purchase or sale appraisal, risk management, insurance assessment, gap analysis against current legislation or standards, or as part of a comprehensive audit program. The audit may be initiated by the owner or manager of the facility, or by a statutory authority.

Audit criteria are derived from nominated benchmarks. The fire safety measures to be audited are a combination of physical features and all other relevant fire safety actions, provisions, and procedures, which define a level of safety to protect both life and asset in the event of fire. Fire safety measures include both physical ‘systems’ such as the fire resistance of the building structure, alarms and detectors or extinguishing equipment, as well as non-physical ‘systems’ such as emergency procedures and staff training programs.

This Standard relies upon records, including a schedule of all fire safety measures, being available and retained, thus ensuring compliance with the approved design and that an historical audit trail is available to provide information on a particular facility. This is especially critical when the fire safety aspects of a building have been designed around a performance-based fire engineering design rather than the deemed-to-satisfy provisions of the Building Code of Australia.

This Standard sets out procedures for the auditing of all fire safety measures within facilities, including those maintained to retain their ongoing efficacy in accordance with AS 1851, *Maintenance of fire protection systems and equipment*.

STANDARDS AUSTRALIA

Australian Standard **Fire safety audits**

SECTION 1 SCOPE AND GENERAL

1.1 SCOPE

This Standard sets out minimum requirements for the structured auditing of fire safety measures in a facility against nominated audit criteria, including those relating to life safety. It covers requirements for the general principles of auditing, audit program management, the fire safety audit process and responsibilities, reporting, fire safety audit levels and audit team competence.

Guidance is included for evaluation of auditors and deriving fire safety audit criteria.

1.2 APPLICATION

This Standard is intended for use in all existing or proposed facilities where fire safety needs to be managed on an ongoing basis.

1.3 REFERENCED DOCUMENTS

The following documents are referred to in this Standard:

AS

1851 Maintenance of fire protection systems and equipment

AS/NZS

ISO 9001 Guidelines for quality and/or environmental management systems auditing

ABCB

BCA The Building Code of Australia

1.4 DEFINITIONS

1.4.1 Approved design

The latest design of a facility that has been approved by the relevant authority having jurisdiction.

1.4.2 Audit

Systematic, independent and documented process for obtaining audit evidence and evaluating it objectively to determine the extent to which the audit criteria are fulfilled.

NOTES:

- 1 Internal audits, sometimes called first-party audits, are conducted by, or on behalf of, the organization and may form the basis for an organization's self-declaration of conformity. In many cases, particularly in smaller organizations, independence can be demonstrated by the freedom from responsibility for the activity being audited.
- 2 External audits include those generally termed second- and third-party audits. Second-party audits are conducted by parties having an interest in the organization, such as customers, or by other persons on their behalf. Third-party audits are conducted by external, independent auditing organizations.