

ASSOCIATION OF BUILDING COMPLIANCE

Supervision & IQPs
31 July 2024

Overview

Introduction

Building warrant of fitness process

Role of the IQP

Examples of good IQP supervision

Training of staff

Managing good practice

Risk to IQPs

Introduction



BWOF Process

- Internationally ground-breaking
- Every building has its safety points listed with an inspection regime and performance standard
- Every system is checked and certified every year by experts in their field
- The certification is monitored and penalties are imposed for non – compliance.



FFP
WARRANT OF FITNESS

Anniversary Date: 1st June 2024 WOF/2024/5127 Expiry Date: 1st June 2025

THE BUILDING:
Street address of building: 160 Lifford Street, Christchurch
Legal description of land where building is located: Lot 1 DP 7861, Lot 1 DP 405144, Lot 3 DP 405182 & PT SEC 971 Town Christchurch
Level/lot number: 8 Levels + 14 levels comprising ground floor + 13 levels
Location of building within street/lot number: Street Front
Previous group (current lawfully established use): Type 3 Throughput + Single Smoke Stoward Floor
Year first constructed: CM1 Commercial - Carpark/Hotel 2016

THE OWNER:
Name of owner: Innovation Carpark Limited
Contact person: CO: Workway Property Limited
Mailing address: PO Box 9115, Christchurch 8159
Street address: 63 361 6874
Telephone: 03 361 6874
Email address: info@innovationcarpark.co.nz

THE AGENT:
Name of agent: Charlie Loughran
Mailing address: 21 Hals Place, Christchurch 8140
Street address: 21 Hals Place, Christchurch 8140
Telephone number: 03 361 7859
Email address: charlie@ffp.co.nz

WARRANT:
The minimum number of occupants that can safely use this building is: Undefined
The inspection, maintenance, and reporting procedures of the compliance schedule for the above building have been fully completed within the 12 months prior to the issue date stated above.
The compliance schedule is kept at: 21 Hals Place, Christchurch

ATTACHMENTS:

Form	FFP Category	2	Admission/Manual Chime/Warning Systems for Fire
Form 10A	20	20	Access Control/Door
Form 10B	4	4	Emergency Lighting Systems
Form 10C	6	6	Fire Alarm to the Service Use
Form 10D	10	10	Automatic Building Protection connected Public Supply
Form 10E	140	140	Signalling to a system or system above
Form 10F	150	150	Fire Alarm
Form 10G	160	160	Fire Alarm
Form 10H	164	164	Sign Information/Exits
Form 10I	165	165	Access Control
Form 10J	166	166	Access Control
Form 10K	167	167	Access Control
Form 10L	168	168	Access Control
Form 10M	169	169	Access Control
Form 10N	170	170	Access Control
Form 10O	171	171	Access Control
Form 10P	172	172	Access Control
Form 10Q	173	173	Access Control
Form 10R	174	174	Access Control
Form 10S	175	175	Access Control
Form 10T	176	176	Access Control
Form 10U	177	177	Access Control
Form 10V	178	178	Access Control
Form 10W	179	179	Access Control
Form 10X	180	180	Access Control
Form 10Y	181	181	Access Control
Form 10Z	182	182	Access Control
Form 10AA	183	183	Access Control
Form 10AB	184	184	Access Control
Form 10AC	185	185	Access Control
Form 10AD	186	186	Access Control
Form 10AE	187	187	Access Control
Form 10AF	188	188	Access Control
Form 10AG	189	189	Access Control
Form 10AH	190	190	Access Control
Form 10AI	191	191	Access Control
Form 10AJ	192	192	Access Control
Form 10AK	193	193	Access Control
Form 10AL	194	194	Access Control
Form 10AM	195	195	Access Control
Form 10AN	196	196	Access Control
Form 10AO	197	197	Access Control
Form 10AP	198	198	Access Control
Form 10AQ	199	199	Access Control
Form 10AR	200	200	Access Control
Form 10AS	201	201	Access Control
Form 10AT	202	202	Access Control
Form 10AU	203	203	Access Control
Form 10AV	204	204	Access Control
Form 10AW	205	205	Access Control
Form 10AX	206	206	Access Control
Form 10AY	207	207	Access Control
Form 10AZ	208	208	Access Control
Form 10BA	209	209	Access Control
Form 10BB	210	210	Access Control
Form 10BC	211	211	Access Control
Form 10BD	212	212	Access Control
Form 10BE	213	213	Access Control
Form 10BF	214	214	Access Control
Form 10BG	215	215	Access Control
Form 10BH	216	216	Access Control
Form 10BI	217	217	Access Control
Form 10BJ	218	218	Access Control
Form 10BK	219	219	Access Control
Form 10BL	220	220	Access Control
Form 10BM	221	221	Access Control
Form 10BN	222	222	Access Control
Form 10BO	223	223	Access Control
Form 10BP	224	224	Access Control
Form 10BQ	225	225	Access Control
Form 10BR	226	226	Access Control
Form 10BS	227	227	Access Control
Form 10BT	228	228	Access Control
Form 10BU	229	229	Access Control
Form 10BV	230	230	Access Control
Form 10BW	231	231	Access Control
Form 10BX	232	232	Access Control
Form 10BY	233	233	Access Control
Form 10BZ	234	234	Access Control
Form 10CA	235	235	Access Control
Form 10CB	236	236	Access Control
Form 10CC	237	237	Access Control
Form 10CD	238	238	Access Control
Form 10CE	239	239	Access Control
Form 10CF	240	240	Access Control
Form 10CG	241	241	Access Control
Form 10CH	242	242	Access Control
Form 10CI	243	243	Access Control
Form 10CJ	244	244	Access Control
Form 10CK	245	245	Access Control
Form 10CL	246	246	Access Control
Form 10CM	247	247	Access Control
Form 10CN	248	248	Access Control
Form 10CO	249	249	Access Control
Form 10CP	250	250	Access Control
Form 10CQ	251	251	Access Control
Form 10CR	252	252	Access Control
Form 10CS	253	253	Access Control
Form 10CT	254	254	Access Control
Form 10CU	255	255	Access Control
Form 10CV	256	256	Access Control
Form 10CW	257	257	Access Control
Form 10CX	258	258	Access Control
Form 10CY	259	259	Access Control
Form 10CZ	260	260	Access Control
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Form 10EF	292	292	Access Control
Form 10EG	293	293	Access Control
Form 10EH	294	294	Access Control
Form 10EI	295	295	Access Control
Form 10EJ	296	296	Access Control
Form 10EK	297	297	Access Control
Form 10EL	298	298	Access Control
Form 10EM	299	299	Access Control
Form 10EN	300	300	Access Control
Form 10EO	301	301	Access Control
Form 10EP	302	302	Access Control
Form 10EQ	303	303	Access Control
Form 10ER	304	304	Access Control
Form 10ES	305	305	Access Control
Form 10ET	306	306	Access Control
Form 10EU	307	307	Access Control
Form 10EV	308	308	Access Control
Form 10EW	309	309	Access Control
Form 10EX	310	310	Access Control
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Form 10FZ	338	338	Access Control
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Form 10GI	347	347	Access Control
Form 10GJ	348	348	Access Control
Form 10GK	349	349	Access Control
Form 10GL	350	350	Access Control
Form 10GM	351	351	Access Control
Form 10GN	352	352	Access Control
Form 10GO	353	353	Access Control
Form 10GP	354	354	Access Control
Form 10GQ	355	355	Access Control
Form 10GR	356	356	Access Control
Form 10GS	357	357	Access Control
Form 10GT	358	358	Access Control
Form 10GU	359	359	Access Control
Form 10GV	360	360	Access Control
Form 10GW	361	361	Access Control
Form 10GX	362	362	Access Control
Form 10GY	363	363	Access Control
Form 10GZ	364	364	Access Control
Form 10HA	365	365	Access Control
Form 10HB	366	366	Access Control
Form 10HC	367	367	Access Control
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Form 10HH	372	372	Access Control
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Form 10HR	382	382	Access Control
Form 10HS	383	383	Access Control
Form 10HT	384	384	Access Control
Form 10HU	385	385	Access Control
Form 10HV	386	386	Access Control
Form 10HW	387	387	Access Control
Form 10HX	388	388	Access Control
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Form 10IE	395	395	Access Control
Form 10IF	396	396	Access Control
Form 10IG	397	397	Access Control
Form 10IH	398	398	Access Control
Form 10II	399	399	Access Control
Form 10IJ	400	400	Access Control
Form 10IK	401	401	Access Control
Form 10IL	402	402	Access Control
Form 10IM	403	403	Access Control
Form 10IN	404	404	Access Control
Form 10IO	405	405	Access Control
Form 10IP	406	406	Access Control
Form 10IQ	407	407	Access Control
Form 10IR	408	408	Access Control
Form 10IS	409	409	Access Control
Form 10IT	410	410	Access Control
Form 10IU	411	411	Access Control
Form 10IV	412	412	Access Control
Form 10IW	413	413	Access Control
Form 10IX	414	414	Access Control
Form 10IY	415	415	Access Control
Form 10IZ	416	416	Access Control
Form 10JA	417	417	Access Control
Form 10JB	418	418	Access Control

BWOF Process

- Benefits to life safety
- Is cost effective to manage for owners
- Reduces risk
- Reassures occupants



BWOF Process

Inspections are split into two groups

Owner

- A lay person
- Responsible for general housekeeping checks

Independent Qualified Person

- Independent from the owner
- Certified as a specialist inspector in their field



Inspections by an IQP

Although “IQP” is listed as the inspection process, this might not mean an IQP completes all of the inspections

Specified System 15/3	Fire separations (as so defined)				
System description:	Fire separations protecting a means of escape				
Location(s):	30/30/30 FRR including fire/smoke control doors				
Make and model (if known):	Unknown				
Performance standards:	Compliance Documents C/AS1				
Inspection, maintenance and reporting procedures:	Owner to undertake visual inspection of fire partitions including doors to ensure their proper operation Compliance Documents C/AS1				
Frequency of inspections:		Monthly			Annually
Maintained and inspected by:		Owner			Independent Qualified Person

Inspections by an IQP

Example 1 : Multi-person tasks

- Weekly fire pump running
- Monthly & Quarterly testing
- Annual / Biennial surveys
- Annual & Biennial pump overhaul
- Four-yearly valve overhaul
- 10-year Dry Drop replacements
- 12-year tank inspections
- Remedial work identified during the inspections



Inspections by an IQP



Example 1 : Multi-person tasks

- Each process needs to be documented. A QA system should be in place.
- Each person needs to be trained in the task they undertake.
- The various tasks must be recorded.
- The IQP would oversee each task has been completed, remedial work undertaken, and the owner has been informed.



Inspections by an IQP

Example 2 : Training an unqualified inspector

- Training must include all steps of the 4-step training process.



The 4-step training process

Step 1

- Explain the theory behind the task.
- Explain how the task will be undertaken, what documentation will be needed, and what procedures are to be followed
- Detail safety requirements.
- Ensure the trainee has absorbed the necessary information.



The 4-step training process

Step 2

- Demonstrate the task to the trainee.
- Complete each step in a logical order, explaining the methodology for the task, and ensure the trainee can observe all facets of the task.
- This will generally involve multiple demonstrations of various iterations.
- Ensure the trainee understands the process.



The 4-step training process

Step 3

- Let the trainee complete the task under direct supervision.
- Start with simple tasks.
- Have them complete each step in a logical order, explaining back the methodology for the task, and ensure the trainee can complete all facets of the task.
- Correct any errors the trainee makes, and let them demonstrate the corrected method.
- Increase difficulty gradually.
- Continue to train until the trainee shows consistent skills.



The 4-step training process

Step 4

- Let the trainee complete the task without direct supervision.
- Check the finished product and ensure that the methodology has been correctly undertaken.
- Correct any errors the trainee has made and explain the best practice.
- Identify weaknesses and re-train as necessary.
- Encourage the trainee to approach with questions.



The 4-step training process

- Step 1 - Explain
- Step 2 - Demonstrate
- Step 3 - Oversee
- Step 4 - Mentor

WEBINAR: September 1, 1-3pm
Master Class
Building Compliance Security Systems

FIRE DETECTION AND ALARM SYSTEMS IN BUILDINGS NZS 4512:2021
Get it Right Seminar
FPA NEW ZEALAND

Spotlight on Passive Fire Protection Series
Episode 1 - 10 April 2024

2 APRIL 2024
8.00am - 2.45pm

3 APRIL 2024
8.00am - 2.45pm

4 APRIL 2024
9.00am - 2.45pm

1 JULY 2024
9.00am - 2.45pm

3 JULY 2024
9.00am - 2.45pm

PASSIVE FIRE PROTECTION
39:29
Watch Now

The 4-step training process

- Step 1 - Explain
- Step 2 - Demonstrate
- Step 3 - Oversee
- Step 4 - Mentor



Inspections by an IQP

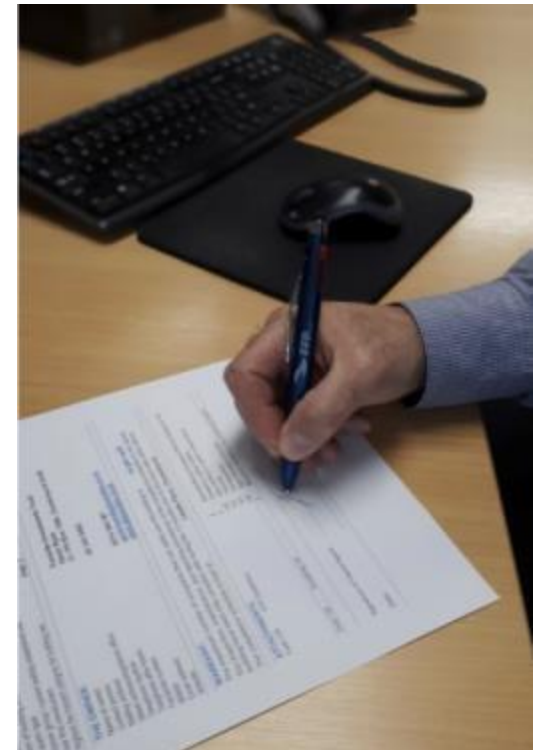
Example 2 : Training an unqualified inspector

- Training must include all steps of the 4-step training process.
- Oversight of the inspection will be directly related to the stage of training the field inspector is at.
- Training should aim to have the person qualified in their own right.

Inspections by an IQP

Example 3 : Oversight by distance

- Appropriate for well-trained field operators only.
- IQP should have been involved in training, or have access to training records.
- IQP should also be familiar with the buildings.
- Inspection records need to be thorough so the IQP can verify the adequacy of the inspection.
- Process should also include site visits to verify inspections.



Good practice

- The inspector should be an IQP. If not, the person completing the inspection should be well trained and overseen directly by the IQP, depending on their skill level.
- Have a good Quality System. Document procedures and check good practice is being undertaken.
- Continue ongoing training even for qualified staff
- Everyone makes errors. Aim to find these and correct poor practice.
- Don't be an absentee IQP.

Risk

risk

/risk/

verb

expose (someone or something valued) to danger, harm, or loss.



Risk

risk

/risk/

verb

expose (someone or something valued) to danger, harm, or loss.

CHRISTCHURCH ●

Christchurch terrorist attack inquest hears why mosque emergency exit didn't open during shooting

1/05/2024 RNZ Juliet Speedy



Watch: The coronial inquest into the March 15 mosque attacks resumed in Christchurch on Monday, to look at one single issue - why the emergency exit at the back of the mosque failed to open on the day of the terrorist attack. Credits: Video - Newshub; Image - Getty

A builder who helped repair Al Noor Mosque after the Christchurch terror attack says the lock on the main prayer room's emergency door may have created confusion and delay during the shooting.

Risk

risk

/risk/

verb

expose (someone or something valued) to danger, harm, or loss.

The New Zealand Herald

The Government has decided to introduce a new offence for inspectors who negligently issue compliance certificates.

The penalty will be fines of up to \$50,000 for an individual and \$150,000 for a body corporate.



Housing Minister Megan Woods during Question Time at Parliament in Wellington on May 30, 2023. Photo / Mark Mitchell

Risk

risk

/risk/

verb

expose (someone or something valued) to danger, harm, or loss.

NEW ZEALAND / CONSTRUCTION

Forged fire safety certificates exposed in Christchurch

7:24 am on 31 January 2024

Share this



Phil Pennington, Reporter

@pjppenn

phil.pennington@rnz.co.nz



A 51-year-old man who is an employee at Evolve Fire Protection has been sentenced to nine months home detention on four charges of using forged fire safety certificates.

Risk

risk

/risk/

verb

expose (someone or something valued) to danger, harm, or loss.

NEW ZEALAND / CONSTRUCTION

Forged fire safety certificates exposed in Christchurch

12:24 am on 31 January 2024

Share this



Phil Pennington, Reporter

@pjppenn

phil.pennington@rnz.co.nz



A 51-year-old man who is an employee at Evolve Fire Protection has been sentenced to nine months home detention on four charges of using forged fire safety certificates.

Risk

mitigate

/ˈmɪtɪgeɪt/

verb

make (something bad) less severe, serious, or painful.





THANK YOU

Association of Building Compliance
July 2024