

FIRE HYDRANTS, FIRE MAINS

ROUTINE 3-YEARLY, THREE-YEARLY, SIX-YEARLY

REFER: AS 1851.4

Hydrant record card (yearly, three-yearly and six yearly inspection, testing and maintenance)

Building: GLEN WAVERLEY UNITING CHURCH

Maintenance organisation: LIFE

Telephone: 03 9553 1112

Address: 68-70 LEVANSWELL RD. MOORABBIN VIC 3189

Place tick in box where item is satisfactory
 Place a cross in box where item is unsatisfactory
 NOTE: Give details of all unsatisfactory items in REPORT section

Yearly checks

- 4.1 All weekly, monthly and quarterly checks
- 4.2 Alarm wiring and connectors
- 4.3 Hydrant presence of water
- 4.4 Tank inspection
- 4.5 Clean and maintain pipework
- 4.6 Electric pump starter operation and maintenance
- 4.7 Filter
- 4.8 Lubricating oil

Three-yearly checks

- 5.1 All weekly, monthly, quarterly and yearly checks
- 5.2 Hydrant presence of water
- 5.3 Flow test
- 5.4 Clean tanks
- 5.5 Overhaul pressure reducing valves
- 5.6 Overhaul non-return valves
- 5.7 Test flow switch
- Date (three-yearly) _____

Refer attached certificate of inspection.

Items on file

Date (yearly) *N 16/3/09* _____

N- 9/9/14 _____

Six-yearly checks

- 6.1 All weekly, monthly, quarterly, yearly and three-yearly checks
- 6.2 Hydrostatic test
- Date (six-yearly) _____

Hand 6/2/18 Certificate 17/9/17 on file.

Report:

Refer attached

Hydrant identification (If necessary):

*Oct 2015
10/3/2016
25/5/09*

Location:

Hand 30/5/18 refer separate sheet.

Date of manufacture:

15/9/2016

Date of service:

*Hand 5/11/18 refer sep sheet
Hand 15/4/19 refer 4/19 CERTIFICATE*

No known deficiencies

- Hand 7/2/2017*
- Hand 16/9/2017*
- Hand 1/4/14*
- Hand 11/4/15*
- Hand 13/11/15*
- Hand 10/3/16*
- TESTED SEPT 16 Hand 10/10/16*

3.5 FIRE HYDRANTS, FIRE MAINS

ROUTINE 2 - MONTHLY AND THREE-MONTHLY

REFER: AS 1851.4

(NOTE: Weekly maintenance of pumpset to 1851.14 is required)

Hydrant record care (monthly and quarterly inspection, testing and maintenance)

Building: _____

Maintenance organisation: _____ Telephone: _____

Address: _____

Place a tick ✓ in box where item is satisfactory
 Place a cross ✗ in box where item is unsatisfactory
 NOTE: Give details of all unsatisfactory items in REPORT sect

| Monthly checks | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 2.1 All weekly checks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.2 Hydrant valves accessible | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.3 Hydrant leaks ALL valves | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.4 Hose supply | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.5 Hose fittings and blanking cap | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.6 Cabinets | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.7 Tank level | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.8 Valves set and secured | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.9 Isolation operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Date (monthly) | — | — | — | — | — | — | — | — | — | — | — | — |

| Quarterly checks | 1 | 2 | 3 | 4 |
|-----------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 3.1 All weekly and monthly checks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.2 Brigade alarm operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.3 Valve pressure readings | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.4 Circuit-breaker/fuses | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.5 Pressure switch | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.6 Electric pump full load run | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.7 Compression - 30 min run test | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.8 Ignition engine - temperature | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.9 Driven pump manual restart | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Date (quarterly) | — | — | — | — |

Report:

Hydrant identification (If necessary): _____ Location: _____

Date of manufacture: _____ Date of service: _____

1.2 EXIT DOORS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular.

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---------------------------------|-----------------------|--------------------|
| 23/5/09 | PHIL DAWKINS 24 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 24/7/10 | PHIL DAWKINS 24 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 7/7/13 | WARRIOR GREENWOOD 7 LEEWARD AVE G.W. | NIL | | | <i>[Signature]</i> |
| 1/4/14 | ✓ | NIL | | | <i>[Signature]</i> |
| 23/5/14 | ROSS LENNON 6 VALLEY VIEW CAT G.W. | NIL | | | <i>[Signature]</i> |
| 7/1/15 | WARRIOR GREENWOOD 7 LEEWARD AVE G.W. | NIL | | | <i>[Signature]</i> |
| 11/4/15 | ✓ | NIL | | | <i>[Signature]</i> |
| 13/11/15 | ✓ | NIL | | | <i>[Signature]</i> |
| 10/3/16 | ✓ | NIL | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | NIL | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | NIL | | | <i>[Signature]</i> |
| 16/9/17 | ✓ | NIL | | | <i>[Signature]</i> |
| 6/2/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 20/5/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 5/11/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 15/11/2019 | ✓ | NIL | | | <i>[Signature]</i> |

NOTE: 6 NEW GLASS DOORS TO BE ACQUIRED FOR RECTIFICATION.
DO NOT RECTIFY UNTIL GLASS DOORS ARE SUPPLIED.

1.7 VEHICULAR ACCESS AROUND LARGE ISOLATED BUILDINGS

REFER: AS 1851.7

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLENWAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular.

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---------------------------------------|-----------------------|--------------------|
| 23.5.04 | PHIL DANKINS 29 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 24/7/10 | PHIL DANKINS 29 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 7/7/13 | WALTER CROFTWOOD 7 LEAVARD ONE GW | NIL | | | <i>[Signature]</i> |
| 1.4.14 | ✓ | NIL CLEAR | | | <i>[Signature]</i> |
| 23.8.14 | ✓ | NIL CLEAR | | | <i>[Signature]</i> |
| 7/1/15 | ✓ | NIL | | | <i>[Signature]</i> |
| 11/4/15 | ✓ | NIL CLEAR | | | <i>[Signature]</i> |
| 13/11/15 | ✓ | NIL CLEAR | | | <i>[Signature]</i> |
| 10/3/16 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | CLEAR. | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | CLEAR. | | | <i>[Signature]</i> |
| 16/9/17 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 6/2/18 | ✓ | CLEAR | # DISASSEMBLED SIGN WINDING + HMET | | <i>[Signature]</i> |
| 30/5/18 | ✓ | CLEAR | REMOVAL 11/17. | | <i>[Signature]</i> |
| 5/11/18 | ✓ | CLEAR. | | | <i>[Signature]</i> |
| 15/4/19 | ✓ | CLEAR. | | | <i>[Signature]</i> |

1.6 PATHS OF TRAVEL TO EXITS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---------------------------------|-----------------------|--------------------|
| 23/5/09 | PHIL DAWKINS 29 MANDOLIE ROAD GLEN WAVERLEY | NIL | | | <i>Stewart</i> |
| 24/7/10 | PHIL DAWKINS 29 MANDOLIE ROAD GLEN WAVERLEY | NIL | | | <i>Stewart</i> |
| 7/7/13 | WARREN GREENWOOD 7 HEEWARD AVE GW | NIL | | | <i>Greenwood</i> |
| 1/4/14 | ✓ | NIL CLEAR | | | <i>Greenwood</i> |
| 23/8/14 | ROSS LENNON 6 VALLEY VIEW CRT GW | NIL. CLEAR. | | | <i>Ross Lennon</i> |
| 7/1/15 | WARREN GREENWOOD 7 HEEWARD AVE GW | CLEAR | N/A. | N/A. | <i>Greenwood</i> |
| 14/4/15 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 13/11/15 | ✓ | NIL CLEAR | | | <i>Greenwood</i> |
| 10/3/16 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 10/10/16 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 7/2/17 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 16/9/17 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 6/2/18 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 30/5/18 | ✓ | CLEAR | | | <i>Greenwood</i> |
| 5/11/18 | ✓ | CLEAR. | | | <i>Greenwood</i> |
| 15/11/19 | ✓ | CLEAR. | | | <i>Greenwood</i> |

Greenwood 15/4/19.

3.6 SMOKE ALARMS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular.

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|--|---|-----------------------|--------------------|
| 23.5.09 | PHIL DAWKINS 23 MANACAWIE ROAD GLEN WAVERLEY | NOTE FURTHER INSPECTION AFTER BUILDING WORKS COMPLETED | | | <i>[Signature]</i> |
| 24.7.10 | PAUL MANNING 100 WILKINS RD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 7.7.13 | WARRIEN GREENWOOD 7 LEBENWOOD DR G.W. | NIL | | | <i>[Signature]</i> |
| 1.4.14 | ✓ | NIL TESTED | | | <i>[Signature]</i> |
| 23/8/14 | ROSC LENNON 6 VALLEY VIEW CRT G.W. | NIL: ALL TESTED OK. | | | <i>[Signature]</i> |
| 7/1/15 | WARRIEN GREENWOOD 7 LEBENWOOD DR G.W. | NIL. | N/A. | N/A. | <i>[Signature]</i> |
| 11/4/15 | ✓ | NIL ✓ TESTED OK. | | | <i>[Signature]</i> |
| 13/11/15 | ✓ | NIL ✓ TESTED OK. | | | <i>[Signature]</i> |
| 10/2/16 | ✓ | OK. | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | OK. | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | OK. | TO BE REPLACED WITH PARTICLE SENSOR VERSION. MARCH 2017 | | <i>[Signature]</i> |
| 16/9/17 | ✓ | OK. | → DID NOT REQUIRE CHANGE AS THEY ARE | | <i>[Signature]</i> |
| 6/2/18 | ✓ | OK. | CHANGING AS THEY ARE + BATTERY SECTOR. | HANDWRITTEN TESTS | <i>[Signature]</i> |
| 30/5/18 | ✓ | OK. | TO BE REPLACED | | <i>[Signature]</i> |
| 5/11/18 | ✓ | OK. | TO IONIZE SENSOR LATE | | <i>[Signature]</i> |
| 15/1/19 | ✓ | OK - TESTED. | REPLACED IONIZATION 20/1/2019 | | <i>[Signature]</i> |

[Handwritten notes and signatures on the right side of the page, including dates like 15/4/19 and various signatures.]

SMOKE ALARMS

REFER: AS 1851.8

NO MONITORED ALARMS *Approved* 1/4/14

Name of building: _____ Maintenance organisation: *Approved*

Address: _____ *10/10/16*

Telephone: _____ *7/2/17*

Place a tick ✓ in box where item is satisfactory
Place a cross ✗ in box where item is unsatisfactory

NOTE: Give details of all unsatisfactory items in REPORT section

Weekly checks

| | Week 1 | Week 2 | Week 3 | Week 4 | Week 5 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1.1 Fire alarm signal simulation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.2 Fire alarm bell or warning device operation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.3 Installation reset to normal | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.4 Battery condition | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.5 All switches returned to correct | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1.6 Fire alarm signal received at fire control station | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Approved 16/9/17
Approved 6/2/18
Approved 30/5/18
Approved 5/11/18
Approved 15/4/19

DATE (weekly) _____

MONTHLY

| CHECKED | YEARLY | CHECKED |
|---|--------------------------|---|
| 2.1 All weekly procedures | <input type="checkbox"/> | 3.1 All weekly and monthly procedures <input checked="" type="checkbox"/> |
| 2.2 Alarm zone facility operation | <input type="checkbox"/> | 3.2 Visual inspection of all detectors and sampling points <input checked="" type="checkbox"/> |
| 2.3 Battery condition and terminals | <input type="checkbox"/> | 3.3 Fault signal registration for each alarm zone <input type="checkbox"/> |
| 2.4 Condition of battery cabinet and battery storage | <input type="checkbox"/> | 3.4 Detector and sampling point testing, as appropriate <input type="checkbox"/> |
| 2.5 Indicator lights correct operation | <input type="checkbox"/> | Enter results on detector test record (see Appendix C) <input type="checkbox"/> |
| 2.6 All alarms bells and signaling devices operation | <input type="checkbox"/> | 3.5 Correct operation of all ancillary control facility <input type="checkbox"/> |
| 2.7 Fault condition simulation on all alarm zones and ensure: | <input type="checkbox"/> | 3.6 Correct initiation of each controlled device <input type="checkbox"/> |
| 2.8 All CIE equipment clean and operative | <input type="checkbox"/> | 3.7 Operation of all manual call points <input type="checkbox"/> |
| 2.9 All FIP, SIP, RP, and MP clearly visible and readily accessible | <input type="checkbox"/> | 3.8 Power supply supervision alarm <input type="checkbox"/> |
| 2.10 All controls returned to normal condition | <input type="checkbox"/> | 3.9 Control and indicating for deterioration <input type="checkbox"/> |
| 2.11 Correct of items previously recorded for action | <input type="checkbox"/> | 3.10 Modification to the system 1. Detector condition <input type="checkbox"/> 2. Building modifications <input type="checkbox"/> |
| | | 3.11 Spare glasses for manual call points <input type="checkbox"/> |

REPORTS

SIGNED: _____ SERVICE PERSON: _____

For owner or his agent

Print Name

DATE: _____

Signature

3.4 FIRE HOSE REELS, FIRE MAINS

REFER: AS 1851.2

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit):
SEE REPORT. Refer attached report from VFE dated 16/3/09. Annual

| Hose reel No. location | Routine 1 — i.e. six-monthly | | | | Routine 2 — i.e. twelve-monthly | | | |
|------------------------|------------------------------|---------------------|--------------------|-----------|---------------------------------|---------------------|--------------------|-----------|
| | Date | Problems identified | Problems rectified | Signature | Date | Problems identified | Problems rectified | Signature |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

5/11/18
Refer VFE report 4/19.
15/4/19.

Bogong Avenue
Kingsway



Approved No change 15/4/19
Approved No change 7/2/2017
Approved No change 16/9/17
Approved No change 5/11/18
Approved 20/5/18
Approved 6/2/18
No change

NOT FOR CONSTRUCTION

DESCRIPTION
 Key Plan
 Fire Plan Locations
 Project No. _____ Date **April 2008**
 Scale **nts**
 Drawing No. _____ Revision
 fp_101_2

CLIENT
 Glen Waverley
 United Church
PROJECT
 Fire Escape
 and Evacuation Plans

Glen Waverley United Church
 c/o Bogong Ave and Kingsway
 Glen Waverley 3150
 Victoria Australia
 T +61 3 9560 3580
 E office@gwuc.org.au
 www.gwuc.org.au

REVISIONS

- Water Extinguisher (General use except electrical)
- Dry Chemical Powder Extinguisher
- Evacuation Assembly Point
- Electrical Switch Board
- Hydrant
- Hose Reel

- You Are Here
- Exit
- Fire Blanket
- First Aid Kit

NOTES
 Use figured dimensions only. Do not scale from drawing.

KEY PLAN



Bogong Avenue Kingsway



No changes
Approved 15/4/19
Approved 5/11/18
Approved 20/5/18
Approved 6/2/18
Approved 16/9/17
Approved 7/2/2017
Approved 13/11/15
Approved 7/1/15

NOT FOR CONSTRUCTION

| DESCRIPTION | |
|-------------|---------------------|
| Key Plan | Fire Plan Locations |
| Project No. | Date |
| Scale | April 2008 |
| MS | MS |
| Drawing No. | Revision |
| fp_001_9 | |

| CLIENT | |
|------------------------------|----------------------------------|
| Glen Waverley Uniting Church | PROJECT |
| Uniting Church | Fire Escape and Evacuation Plans |

Glen Waverley Uniting Church
 cnr. Bogong Ave and Kingsway
 Victoria Australia
 T: 451 3 8500 3560
 E: office@gwuc.org.au
 www.gwuc.org.au

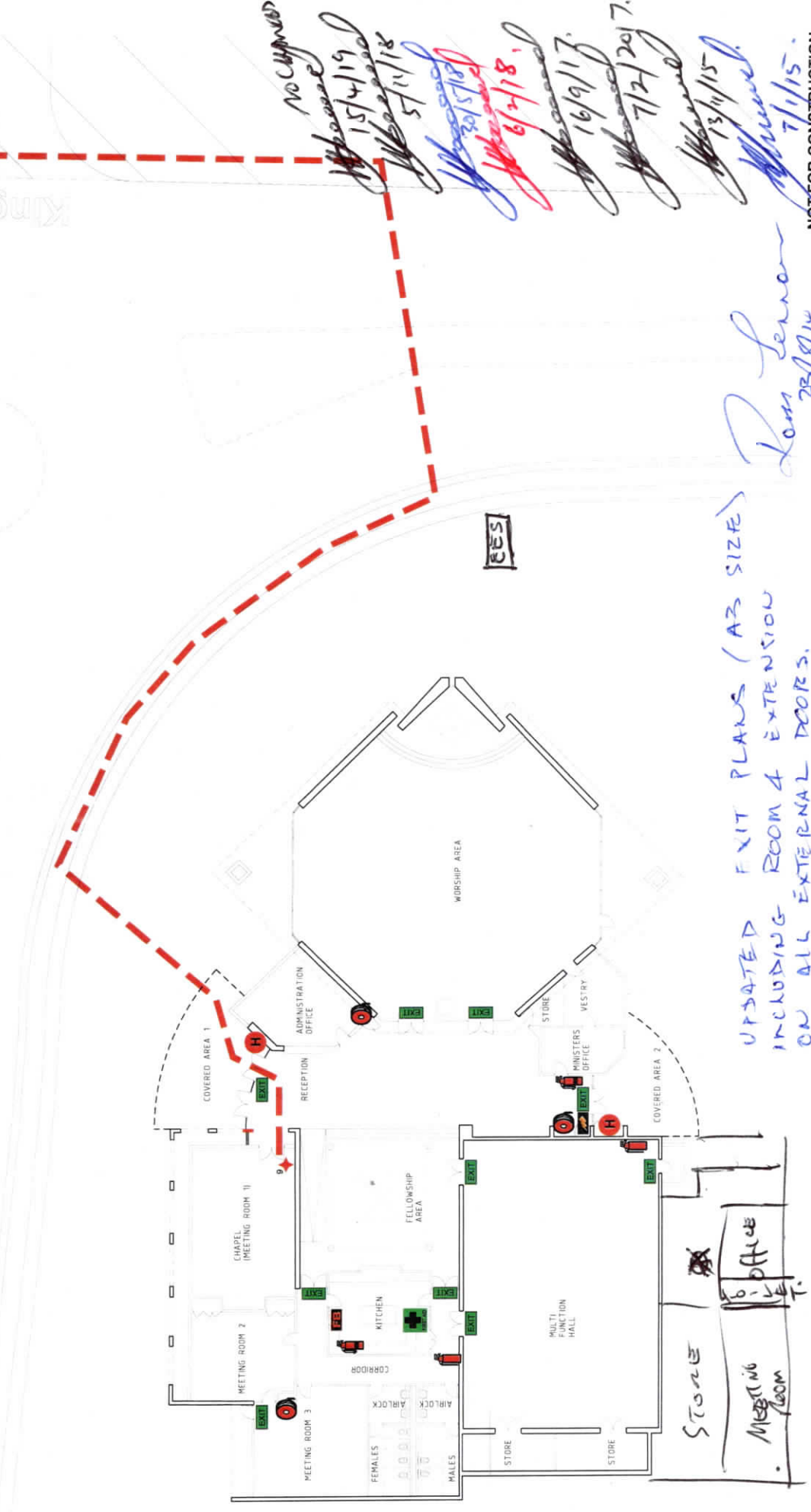
REVISIONS

- You Are Here
- Exit
- Fire Blanket
- First Aid Kit
- Water Extinguisher (General use except electrical)
- Dry Chemical Powder Extinguisher
- Evacuation Assembly Point
- Electrical Switch Board
- Hydrant
- Hose Reel

NOTES
 Use scaled dimensions only. Do not scale from drawing.

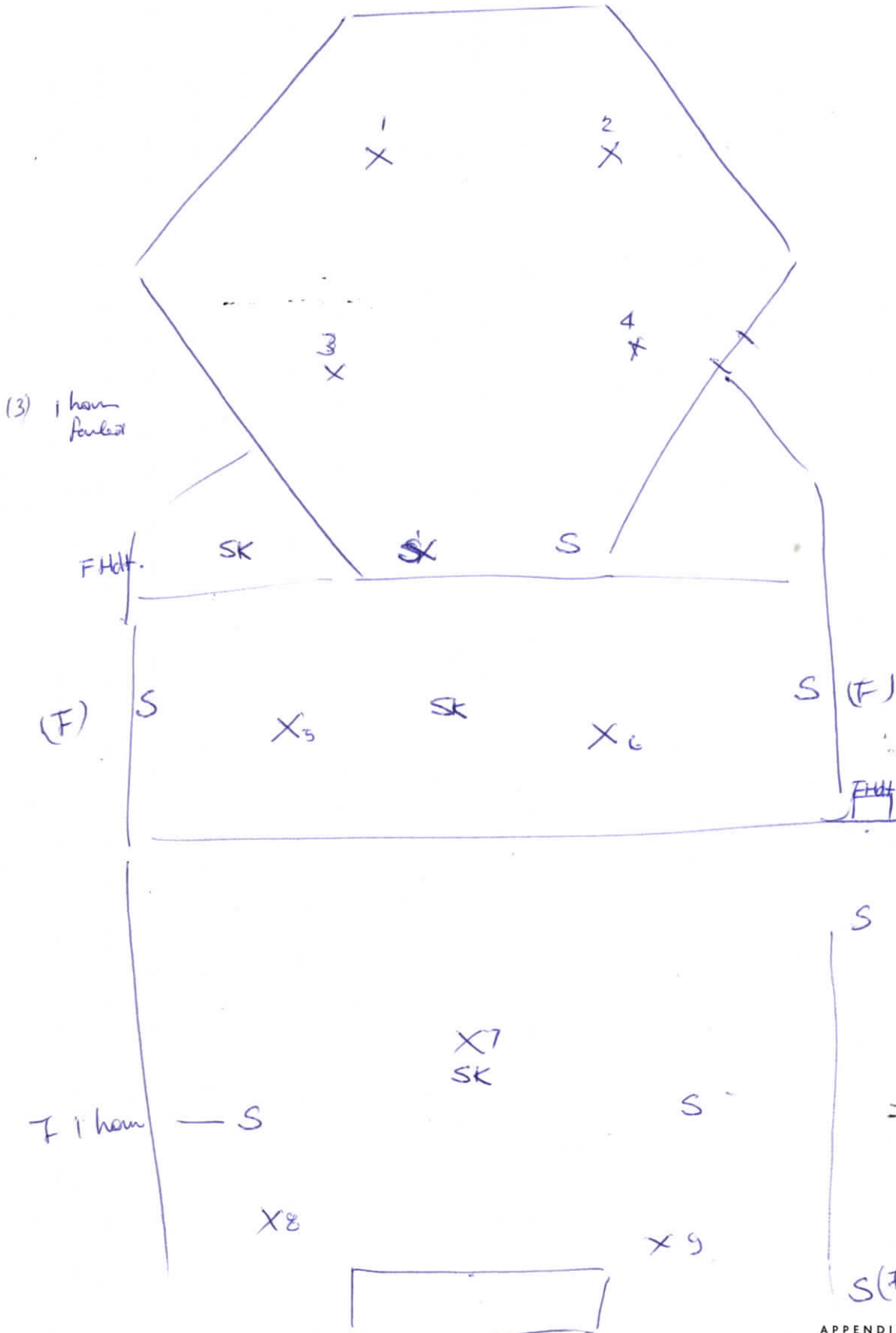
KEY PLAN
 (Home use only)

UPDATED EXIT PLANS (A3 SIZE) INCLUDING ROOM 4 EXTENSION ON ALL EXTERNAL DOORS.
Rom Lenon 23/1/14



Handwritten signatures and dates:
 15/4/19
 5/11/18
 9/2/18
 30/11/18
 No 7 To be kept

EMERGENCY LIGHTS



THIS UNIT CONTROLLED BY SWITCHBOARDS IN MINISTERS OFFICE

NOTE

(#) S

*10

F 1 hour
 S Rm 3.

1.1 BUILDING ELEMENTS TO SATISFY PRESCRIBED FIRE-RESISTANCE LEVEL

Name of building: Ambling Church Glen Hawesley Property Trust of Ambling Church of Australia

Name of owner: _____

Address: Boyong Ave Glen Hawesley

Address: _____

N/A.

Level of performance and frequency of maintenance (as specified on occupancy permit): _____

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|-----------------------------------|---------------------------------|-----------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

[Handwritten signature]

[Handwritten mark]

4.1 EMERGENCY LIGHTING

REFER: AS 2293.2

SIX-MONTHLY AND TWELVE-MONTHLY PROCEDURES

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): Regular

| Unit | Task | Routine 1 i.e. six Months | Routine 2 i.e. twelve Months | Signature |
|------------------------------------|---|------------------------------|---------------------------------|-----------------------------|
| Battery Charger | Visual inspection of unit | | | |
| | Clean unit and cubicle | N/A | | |
| | Check battery voltage - record voltage | N/A | | |
| | Check all connections | | N/A | <i>[Signature]</i> |
| | Check voltmeter calibration - record result | | | 6/2/18. <i>[Signature]</i> |
| | Check battery earth - fault detector operates | | | 30/5/18. <i>[Signature]</i> |
| Inverter | Check battery low - voltage alarm operates | | | 15/4/19 <i>[Signature]</i> |
| | Visual inspection of unit | | | |
| | Check D.C. input voltage - record voltage | N/A | N/A | 30/5/18. <i>[Signature]</i> |
| | Check A.C. output voltage - record voltage | | | 6/2/18. <i>[Signature]</i> |
| Distribution and control equipment | Check voltmeter calibration - record result | | | 15/4/19 <i>[Signature]</i> |
| | Visually inspect - relays, contactors, fuses, circuit breakers | SIX MONTHS | | |
| | Check all connections for tightness | SIX MONTHS | Discuss with Electrician | <i>[Signature]</i> |
| | Clean down equipment and enclosures | SIX MONTHS | | 6/2/18. <i>[Signature]</i> |
| Emergency lights and exit signs | Check sensing equipment operates system correctly when normal lighting supply isolated | SIX MONTHS | No usage 15/4/19. | <i>[Signature]</i> |
| | Check all lights operate correctly | SIX MONTHS | Nil | 30/5/18. <i>[Signature]</i> |
| | Replace faulty lamps | SIX MONTHS | Nil | 6/2/18. <i>[Signature]</i> |
| Total system | Clean reflecting and light emitting surfaces | | Nil | 15/4/19 <i>[Signature]</i> |
| | Check proper operation with battery-charger off and mains supply isolated | SIX MONTHS | | |
| | Check charger-failure alarm operates | N/A | N/A | <i>[Signature]</i> |
| | Check correct battery-charging when system restored | SIX MONTHS | N/A | 30/5/18. <i>[Signature]</i> |
| | Check and record battery voltage after discharge test - 100% of lights for at least 90 minutes | | | 6/2/18. <i>[Signature]</i> |
| | Battery-charger change over time to "float charge" mode, after "boost" mode selected. Record time | | | 15/4/19. <i>[Signature]</i> |
| Date | Record battery re-service or replacement | | N/A | |
| | Name of person conducting inspection | Status | Problems identified | Action to rectify |
| | 6/2/18 | WARRIOR GREENWOOD | Good | Nil |
| Date problem rectified | Signature | | | |
| 30/5/18 | <i>[Signature]</i> | | Nil | |
| | WARRIOR GREENWOOD | | Nil | |

1.8 SOLID CORE DOORS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLENWAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|--|--------------------------------------|-----------------------|---------------------|
| 23.5.09 | PHIL DAWKINS 25 MANDOWIE ROAD GLEN WAVERLEY | Door in good operational condition. NIL | | | <i>Stanth</i> |
| 24.7.10 | PHIL DAWKINS 29 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>Stanth</i> |
| 7.7.13 | Warner Engineering 7 Heenan Ave G.W. | NIL | | | <i>Beaver</i> |
| 1.4.14 | ✓ | NIL | | | <i>Beaver</i> |
| 23/8/14 | ROSE LENOULT 6 VALLEY VIEW CRT G.W. | STOREROOM DOOR BINDS. SLIGHTLY | NIL ACTION DEEMED NECESSARY. | | <i>Ken Leavelle</i> |
| 7/1/15 | Warner Engineering 7 Heenan Ave G.W. | STOREROOM DOOR BINDING REPAIRING. | | | <i>Beaver</i> |
| 11/4/15 | ✓ | NIL | | | <i>Beaver</i> |
| 13/4/15 | ✓ | NIL | the first doors have interim repairs | | <i>Beaver</i> |
| 10/3/16 | ✓ | NIL | | | <i>Beaver</i> |
| 10/10/16 | ✓ | NIL | | | <i>Beaver</i> |
| 7/2/17 | ✓ | NIL | | | <i>Beaver</i> |
| 16/9/17 | ✓ | NIL | | | <i>Beaver</i> |
| 6/2/18 | ✓ | NIL | | | <i>Beaver</i> |
| 30/5/18 | ✓ | NIL | | | <i>Beaver</i> |
| 5/11/18 | ✓ | NIL | | | <i>Beaver</i> |
| 15/4/19 | ✓ | NIL | | | <i>Beaver</i> |

2.6 DOORS OTHER THAN SMOKE OR FIRE DOORS

Name of building: GLEN WAVERLEY UNITING CHURCH

Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit):

As and when required. Regular.

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|---------------------------------------|--|-----------------------|-----------|
| 23.5.09 | PHIL DAWKINS ROOM 29 MANDOWIE ROAD GLEN WAVERLEY | Alto doors operating as intended. Nil | | | Stankin |
| 24-7-10 | PHIL DAWKINS ROOM 29 MANDOWIE ROAD GLEN WAVERLEY | Nil | | | Stankin |
| 6.7.13 | Worship Coordinator 7 LESMINA VUE G.W. | Nil | | | Stankin |
| 1.4.14 | ✓ | ✓ | ✓ | ✓ | Stankin |
| 23/8/14 | DOCS LENTINON 6 VALLEY VIEW CRT, G.W. | Nil | ✓ | 23/2/14 | Stankin |
| 7/1/15 | MARREN GREENWOOD 7 LESMINA VUE G.W. | Nil | | | Stankin |
| 11/4/15 | ✓ | ✓ | | | Stankin |
| 13/11/15 | ✓ | ✓ | No change | | Stankin |
| 10/2/16 | ✓ | ✓ | Nil | | Stankin |
| 10/10/16 | ✓ | ✓ | Nil | | Stankin |
| 7/2/17 | ✓ | ✓ | Nil | | Stankin |
| 16/9/17 | ✓ | ✓ | Nil | | Stankin |
| 6/2/18 | ✓ | ✓ | External door requires repair for fire sound | | Stankin |

30/5/18
5/11/18
15/4/19

✓
✓
✓

✓
✓
✓

Scheduled test 2019
May 2019

Stankin
15/4/19

EMERGENCY LIGHTING SYSTEM—SINGLE POINT LIGHTING

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA REFER: AS 2293.2

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As usual when required. Regular

| Date of inspection | 15/4/19 | Activated 8:00am. off 9:30am. | Light Number | | | | | | | | | | Date of rectification | Signature | | | | | | | | | |
|--|----------------------------|-------------------------------|--------------|---|---|---|---|---|---|---|---|----|-----------------------|-----------|----|----|----|----|----|----|----|----|---|
| Name of person inspecting | Warren Greenwood | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
| Status | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Endurance of battery after power turned off | Time in Mins (at least 90) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Faulty lamp replaced | ✓ if replaced | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Proper function of battery charger indicator | Yes ✓ No * | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Endurance of battery after power turned off | Time in Mins (at least 90) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Faulty lamp replaced | ✓ if replaced | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Proper function of battery charger indicator | Yes ✓ No * | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| All light emitting and reflecting surfaces cleaned | ✓ when completed | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

| Date of inspection | 15/4/19 | Name of person conducting inspection | Status | Problems identified on inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---------|--------------------------------------|-----------|-----------------------------------|---------------------------------|-----------------------|-----------|
| | | Warren Greenwood | 1200 Mins | # Nil but problems | # Consider replacement | | |

2.4 EXIT SIGNS

REFER: AS 2293.2

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|---|--|-----------------------|-------------|
| 23.5.09 | PHIL MANDRONE ROAD GLEN WAVERLEY | 4 LIGHTS NOT WORKING 1 FAILED E.O.M DURING TEST | UNITS TO BE REPLACED | 16/09/09 | [Signature] |
| 24.7.10 | PHIL MANDRONE ROAD GLEN WAVERLEY | 6 LIGHTS NOT WORKING DURING TEST. | W/C 1 JUNE 2009. TUBES/BATTERIES TO BE REPAIRED. | 10/6/09 | [Signature] |
| 7.7.13 | WARREN GREENWOOD 7 LEEHARRA DR GLEN WAVERLEY | 60% of EXIT LIGHTS NOT WORKING AS PER TESTS | Replaced all with LED units 9/9/2013 | 9/9/2013 | [Signature] |
| 1.4.14 | ✓ | NONE | N/A | | [Signature] |
| 23.8.14 | ROSS KENNEDY 6 VALLEY VIEW CRT GLEN WAVERLEY | NIL | N/A | | [Signature] |
| 7/1/15 | WARREN GREENWOOD 7 LEEHARRA DR GLEN WAVERLEY | NIL | NIL | | [Signature] |
| 13/1/15 | ✓ | All working | | | [Signature] |
| 10/3/16 | ✓ | | | | [Signature] |
| 10/16/16 | ✓ | NIL | | | [Signature] |
| 7/2/17 | ✓ | NIL | | | [Signature] |
| 16/9/17 | ✓ | NIL | | | [Signature] |
| 6/2/17 | ✓ | NIL | | | [Signature] |
| 30/5/18 | ✓ | NIL | | | [Signature] |
| 5/11/18 | ✓ | NIL | | | [Signature] |
| 15/4/19 | ✓ | NIL | | | [Signature] |

2.3 EXITS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---------------------------------|-----------------------|--------------------|
| 23.5.09 | PHIL DANKINS 24 MANDOWIE ROAD GLEN WAVERLEY | NIL | - | | <i>[Signature]</i> |
| 24.7.10 | PHIL DANKINS 29 MANDOWIE ROAD GLEN WAVERLEY | NIL | - | | <i>[Signature]</i> |
| 6.7.13 | Wendy Oxborough 7 LESWATERA AVE GW | NIL | - | | <i>[Signature]</i> |
| 1.4.14 | ✓ | NIL | - | | <i>[Signature]</i> |
| 23/8/14 | ROSS LENOON GUNLEY VIEW CRT GW | NIL | - | | <i>[Signature]</i> |
| 7/1/15 | WARMEN GREENWOOD 7 LESWATERA AVE GW | NIL | - | | <i>[Signature]</i> |
| 11/4/15 | ✓ | NIL | - | | <i>[Signature]</i> |
| 13/11/15 | ✓ | CEILING NIL | | | <i>[Signature]</i> |
| 10/3/16 | ✓ | NIL | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | NIL | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | NIL | | | <i>[Signature]</i> |
| 16/9/17 | ✓ | NIL | | | <i>[Signature]</i> |
| 6/2/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 30/5/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 5/11/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 12/19 | ✓ | NIL | | | <i>[Signature]</i> |

2.2 DISCHARGE FROM EXITS

Name of building: Glen Waverley Uniting Church Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA
 Address: Begong Ave Glen Waverley

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular.

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|-----------------------------------|---------------------------------|-----------------------|---------------------------|
| 23.5.09 | Phil Dawkins 29 MANDWIE RD GLEN WAVERLEY | Nil At clear | — | — | <i>[Signature]</i> |
| 24.7.10 | Phil Dawkins 29 MANDWIE RD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 6.7.13 | Warren Greenwoods 7 LEEWONGA AVE GW | NIL | | | <i>[Signature]</i> |
| 1.4.14 | ✓ | NIL - ALL PATIOS CLEAR | — | — | <i>[Signature]</i> 1/4/14 |
| 23/8/14 | ROSS KENNON 6 QUAY STREET GW. WARREN GREENWOODS 7 LEEWONGA AVE GW | All patios clear. | — | — | <i>[Signature]</i> |
| 7/11/15 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 11/4/15 | ✓ | CLEAR. | | | <i>[Signature]</i> |
| 13/11/15 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 10/3/16 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | CLEAR. | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 16/9/17 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 6/2/18 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 30/5/18 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 5/11/18 | ✓ | CLEAR | | | <i>[Signature]</i> |
| 15/4/19 | ✓ | CLEAR | | | <i>[Signature]</i> |

2.1 PATHS OF TRAVEL TO EXITS

Name of building: GLEN WAVERLEY UNITING CHURCH Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLENWAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required, Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---|-----------------------|--------------------|
| 23.5.09 | PHIL DANKINS 4 MANDUCHE ROAD GLEN WAVERLEY | No vermin clear NIL | | | <i>[Signature]</i> |
| 24.7.10 | PHIL DANKINS 20 MANDUCHE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 6.7.13 | Wanda Chreemore 7 Lesmore Ave G.W | NIL | | | <i>[Signature]</i> |
| 1.4.14 | ✓ | ✓ NIL | | | <i>[Signature]</i> |
| 7/1/15 | ✓ | ✓ | | | <i>[Signature]</i> |
| 11/4/15 | ✓ | NIL | | | <i>[Signature]</i> |
| 13/1/15 | ✓ | clear | | | <i>[Signature]</i> |
| 10/3/16 | ✓ | clear | | | <i>[Signature]</i> |
| 10/10/16 | ✓ | clear | | | <i>[Signature]</i> |
| 7/2/17 | ✓ | clear | | | <i>[Signature]</i> |
| 16/9/17 | ✓ | clear | | | <i>[Signature]</i> |
| 6/2/18 | ✓ | clear | | | <i>[Signature]</i> |
| 30/5/18 | ✓ | clear | | | <i>[Signature]</i> |
| 5/11/18 | ✓ | clear | See KURDISTA ABOVE SITE Removals 20/10/18 (HERE) | | <i>[Signature]</i> |
| 15/4/19 | ✓ | clear | NIL | | <i>[Signature]</i> |

EMERGENCY LIGHTING SYSTEM—SINGLE POINT LIGHTING

Name of building: GLEN WAVERLEY UNITING CHURCH

Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA REFER: AS 22932

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit):

As stated where required. Regular

| Date of inspection | Activated 9:15 am off 10:50 am | | | | | | | | | | Date of rectification | Signature | | | | | | | | |
|--|--------------------------------|---|---|---|---|---|---|---|---|----|-----------------------|--------------------------------------|-----------------------------------|---------------------------------|-----------------------|-----------|----|----|----|----|
| Name of person inspecting | Wendy Greenwood | | | | | | | | | | Light Number | | | | | | | | | |
| Status | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| Endurance of battery after power turned off | ✓ | X | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Faulty lamp replaced | | | | | | | | | | | | | | | | | | | | |
| Proper function of battery charger indicator | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Endurance of battery after power turned off | | | | | | | | | | | | | | | | | | | | |
| Faulty lamp replaced | | | | | | | | | | | | | | | | | | | | |
| Proper function of battery charger indicator | | | | | | | | | | | | | | | | | | | | |
| All light emitting and reflecting surfaces cleaned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Date of inspection | | | | | | | | | | | Status | Name of person conducting inspection | Problems identified on inspection | Action taken to rectify problem | Date of rectification | Signature | | | | |
| | | | | | | | | | | | | | | | | | | | | |

EMERGENCY LIGHTING SYSTEM—SINGLE POINT LIGHTING

Name of building: GLEN WAVERLEY UNITING CHURCH

Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA REFER: AS 2293.2

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As used when required. Regular

| Date of inspection | Activation 8:30 AM off 10:30 am | | | | | | | | | | | | Date of rectification | Signature |
|--|---------------------------------|---|---|---|---|---|---|---|---|----|----|----|-----------------------|-----------|
| Name of person inspecting | Light Number | | | | | | | | | | | | | |
| Status | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | | |
| Time in Mins (at least 90) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | 1 | 2 |
| Faulty lamp replaced | | | | | | | | | | | | | | |
| Proper function of battery charger indicator | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| Endurance of battery after power turned off | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| Faulty lamp replaced | | | | | | | | | | | | | | |
| Proper function of battery charger indicator | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| Endurance of battery after power turned off | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| Faulty lamp replaced | | | | | | | | | | | | | | |
| Proper function of battery charger indicator | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| All light emitting and reflecting surfaces cleaned | | | | | | | | | | | | | | |

| Date of inspection | Name of person conducting inspection | Status | Problems identified on inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--------------------------------------|--------|-----------------------------------|---------------------------------|-----------------------|-------------|
| 30/5/18 | WARRER GREENWOOD | Pass | NGWT 7 failures After 60 mins | Referenced 30/5/18 | 30/5/18 | [Signature] |

Signature
5/16/18

CLIENT
Glen Waverley
Uniting Church
PROJECT
Fire Esc
and Eva

Glen Waverley Uniting Church
cnr. Bopong Ave. and Kingsway
Glen Waverley 3150
Victoria Australia
T +61 3 9560 3580
E office@gwuc.org.au
www.gwuc.org.au

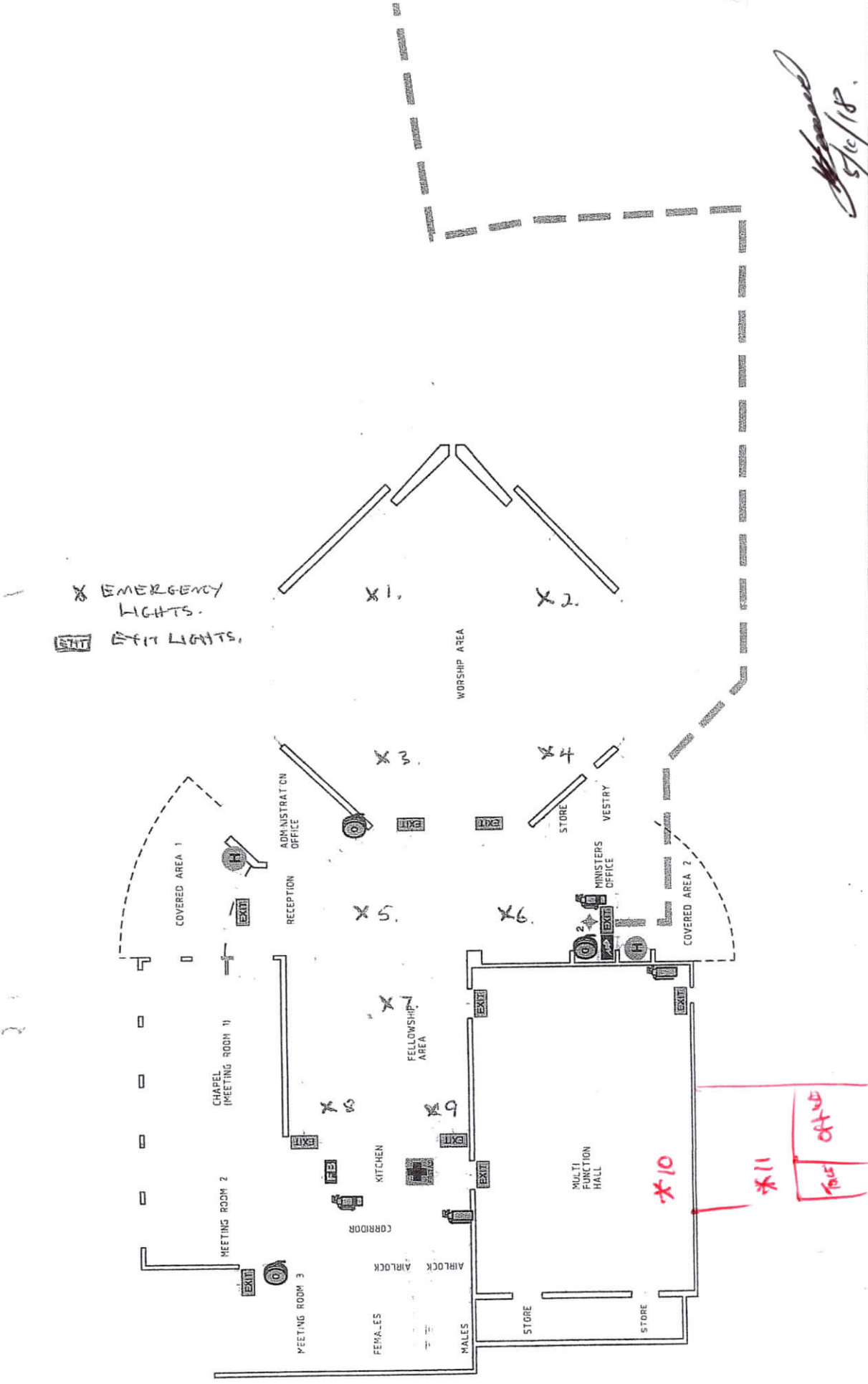
REVISIONS

| | |
|--|--|
| | Water Extinguisher (General use except electrical) |
| | Dry Chemical Powder Extinguisher |
| | Evacuation Assembly Point |
| | Electrical Switch Board |
| | Hydrant |
| | Hose Reel |
| | You Are Here |
| | Exit |
| | Fire Blanket |
| | First Aid Kit |

NOTES
Use figured dimensions only. Do not scale from
drawing

KEY PLAN

{Home use only}



5.1 AIR CONDITIONING, MECHANICAL VENTILATION SYSTEMS

REFER: AS/NZS 3666.2

Name of building: GLEN WAVERLEY UNITING CHURCH

Name of owner: PROPERTY TRUST OF UNITING CHURCH OF AUSTRALIA

Address: BOGONG AVE GLEN WAVERLEY

Level of performance and frequency of maintenance (as specified on occupancy permit): As and when required. Regular

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|---|-----------------------------------|---|-----------------------|---------------------------|
| 23.5.09 | PHIL DAWKINS 28 MANGROVE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 24.7.10 | PHIL DAWKINS 29 MANDOWIE ROAD GLEN WAVERLEY | NIL | | | <i>[Signature]</i> |
| 7.7.13 | Wendy Greenwood 7 Leewood Ave Glen | NIL | | | <i>[Signature]</i> |
| 1.4.14 | ✓ | NIL | Filter cleaned 23/2/14 | | <i>[Signature]</i> 1/4/14 |
| 23.8.14 | ROSS LEWOOD 6 VALLEYVIEW CRT GLEN WAVERLEY | NIL | FILTERS CLEANED 23/8/14 | | <i>[Signature]</i> |
| 7/1/15 | Wendy Greenwood 7 Leewood Ave Glen | NIL | FILTERS CLEANED ANNUALLY | | <i>[Signature]</i> |
| 11/4/15 | ✓ | ROOM 1 EVAP AIR CALLED - PUMP | TO BE REPAIRED 10/15. TRSA | | <i>[Signature]</i> |
| 13/1/15 | ✓ | NIL | NEW REV A/C OPERATING | | <i>[Signature]</i> |
| 10/3/16 | ✓ | NIL | Air filters cleaned 20/2/16 | | <i>[Signature]</i> |
| 14/10/16 | ✓ | NIL | Air filter cleaned 6 month | | <i>[Signature]</i> |
| 7/2/17 | ✓ | NIL | FILTERS CLEANED 11/16 | | <i>[Signature]</i> |
| 16/9/17 | ✓ | NIL | FILTERS CLEANED 5/17 | | <i>[Signature]</i> |
| 6/2/18 | ✓ | NIL | FILTERS CLEANED 01/18 | | <i>[Signature]</i> |
| 20/5/18 | ✓ | NIL (EX POTENTIALS IN REMOVAL) | KITCHEN / OFF ROOM 2 / ROOM 4. CONDITION CONTRACTOR TO SERVICE 31. ANNUALLY | | <i>[Signature]</i> |
| 5/11/18 | ✓ | NIL | | | <i>[Signature]</i> |
| 15/4/19 | ✓ | NIL | 15/4/19, LAST SERVICE 20/5/18 scheduled W/C 10/12/18. | | <i>[Signature]</i> |

4.11 PENETRATIONS IN FIRE-RATED STRUCTURES

Name of building: _____ Name of owner: _____

Address: N/A

Level of performance and frequency of maintenance (as specified on occupancy permit): _____

| Date of inspection | Name and address of person conducting inspection | Problems identified in inspection | Action taken to rectify problem | Date of rectification | Signature |
|--------------------|--|-----------------------------------|---------------------------------|-----------------------|-----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |