

# Final/Interim Fire Safety Certificate

*Environmental Planning and Assessment Regulation 2000*



*This certificate must be returned within 14 days of installation of the essential fire safety measures, specified in the relevant Fire Safety Schedule, to the Economic Development & Environment Department, Lithgow City Council, PO Box 19, LITHGOW NSW 2790.*

**Type of Certificate**                       Interim                                       Final

**Certificate**

*(name of owner/ agent)*                      I .....  
*(name please print)*

*(address)*                                      of.....  
*(company name if applicable)*

.....  
*(Street Number/Name)*

.....  
*(Township)*

Certify:

See Note 2  
*(assessment requirements)*

1. that each essential fire safety measure listed below:
  - has been assessed by a person (chosen by me) who was properly implemented and to be capable of performing
  - was found, when it was assessed, to have been properly implemented and to be capable of performing to a standard not less than that required by the most recent fire safety schedule (copy attached) for the building for which the certificate is issued.
2. the information contained in this certificate is, to the best of my knowledge and belief, true and accurate.

**Location and Identification of building**

*Address:.....*  
*Side of street:.....*  
*Nearest cross street:.....*

**Particulars of Building**

*whole/part.....*  
*description of part (where applicable).....*  
 .....



## Notes

1. An interim fire safety certificate of a final fire safety certificate is required before:
  - An interim occupation certificate can be issued to allow a partially completed new building (including an altered portion of, or an extension to, a new building) to be occupied or used, or
  - An interim occupation certificate can be issued to allow a change of use be issued to allow a change of building use for part of an existing building.

A final fire safety certificate is required:

- Before a final occupation inspection can be issued to allow a change of building use for part of an existing building; or
- Before a final occupation certificate can be issued to allow a change of building use for an existing building, or
- In accordance with a fire safety order given by a Council.

An interim fire safety certificate is issued for part of a building and may deal only with those essential fire safety measures appearing on the most recent fire safety schedule relevant to the part of the building for which an interim occupation certificate will be sought.

A final fire safety certificate must deal with all essential fire safety measures appearing on the most recent fire safety schedule, subject to the following;

- An interim fire safety certificate of a final fire safety certificate need not deal with those essential fire safety statement within the previous 6 months, unless the person or authority responsible for determining the relevant development consent, complying development certificate, construction certificate or fire safety order, has specified otherwise in the schedule.

2. The person who carries out the assessment:
  - Must inspect and verify the performance of each fire safety measure being assessed, and
  - In the case of a (interim or final) fire safety certificate for a new building (not an alteration to, or enlargement of extension of an existing building) must test the operation of each item or fire safety equipment installed in the building.
3. The relevant essential fire safety measures are those specified in the most recent fire safety schedule, attached to one of the following:
  - Development consent for a change of building use
  - Complying development certificate for the erection of a building or a change or building use.
  - Construction certificate for proposed building work, including building work associated with change of building use, or
  - A fire safety order.

The fire safety schedule will also identify the required standard of performance for each essential fire safety measure.

**PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE.**

By completion of this form you may be providing Council with personal information. Council will collect the information only for a lawful purpose directly related to the function of Council. We will take reasonable care not to disclose personal information. Exempt documents may come under the Government Information (Public Access) Act 2009.