

FIRE PROTECTION IMPAIRMENT & HOT WORKS PERMIT PROCEDURES

All fire impairments required at Melbourne Airport facilities are subject to the APAM Fire Protection Impairment & Hot Works Permit Procedures.

Blue Fire Systems facilitate the fire impairment process for Terminals 1, 2, 3, 4 and associated buildings on behalf of Melbourne Airport.

Impairment requests for **Landside** Buildings will be approved and facilitated by Melbourne Airport Facility Management.

IMPAIRMENT & HOT WORK PERMIT PROCESS

- Applicant emails a completed Fire Impairment & Hot Work Permit Application Form to fire.impairments@melair.com.au. **A minimum of 48-hours' notice is required (Business Hours)**
- Applicants **MUST** attach a plan to each impairment application with the extent of areas to be isolated clearly defined, request plans from digitalengineering@melair.com.au
- Applicants **MUST** provide a detailed description of works
- Applicants **MUST** provide accurate site contact details to ensure isolations & de-isolations can be verified once performed
- Isolations or de-isolations that are required outside normal hours are chargeable. (see table 1 below)
- Detection and fire sprinklers are not permitted to be isolated simultaneously, nor fire sprinklers and fire hydrants

Contractors that do not have an active account with Blue Fire Systems will be required to pay the impairment charges prior to commencement of the permit application process

- Blue Fire Systems will forward the permit application to Melbourne Airport Fire Safety for approval
- A copy of the approved RED TAG PERMIT will be emailed to the applicant and Airport stakeholders
- Impairments will be performed at the times detailed on the permit application. Any amendments require approval by Melbourne Airport Fire Safety
- When wet fire impairments are performed by applicants, the RED TAG PERMIT shall be "signed on" prior to the impairment and "**signed off**" following reinstatement of the system by the applicant. On completion of the impairment, the completed RED TAG PERMIT **shall be** forwarded fire.impairments@melair.com.au

HOT WORK PERMITS

- Refer to above application process and as follows:

- Applicants **MUST** provide a detailed description of proposed Hot Works to be carried out. Further information may be requested before approval i.e. Safe Work Method Statement, or alternatives to performing Hot Works
- Hot Works deemed as an unacceptable risk will be denied

VALVE ISOLATION APPLICATION

- Any isolations of Melbourne Airport civil water supply network may affect fire services such as fire hydrants, hose reels and sprinkler supply water.
- Where an isolation of the water supply network is required, valve isolations are subject to the approval of Melbourne Airport and all valve isolations are required to be completed by Melbourne Airport’s nominated service provider.
- The valve application process and form can be obtained on Melbourne Airport Online.
- Where a water supply valve isolation is required and the isolation will impact fire services, the works will require both a valve isolation application and a fire impairment application. The fire impairment application for such works must include an approved valve isolation permit as part of the request. i.e. the valve isolation application process shall be completed first, with the approved documentation submitted as part of the fire impairment application.

EXAMPLES OF SYSTEMS

FIRE PROTECTION SYSTEMS FORMING PART OF THIS REQUIRED PROCEDURE INCLUDE THE FOLLOWING:

- Smoke and thermal detectors
- Automatic sprinkler systems
- Electric or diesel fire pumps
- Water supply mains
- Fire mains, fire hydrants and fire hose reels
- Fire indication panels/alarms
- Smoke exhaust systems including relevant air handling units
- Emergency warning and communication systems
- Gas suppression systems
- Passive protection such as fire doors, walls and smoke baffles

Table 1

FIRE IMPAIRMENT CHARGES			
Isolation / De-isolation time		Isolation / De-isolation Charges (ex GST)	
Terminal 1			
Monday to Friday		\$350.00	Chargeable for either isolation or de-isolation dependant of impairment time nominated by the applicant
All other times outside Monday to Friday 07:00 to 16:00		\$605.00	
Terminal 2, 3 & 4			
Monday to Friday	07:00 to 07:30		Non-Chargeable
	15:30 to 16:00		
	7:30 to 15:30	\$105.00	Chargeable for either isolation or de-isolation dependant of impairment time nominated by the applicant
	06:00 to 07:00	\$151.00	
	16:00 to 17:00		
	17:00 to 06:00	\$302.00	
Weekends / Public Holidays			

APPLICANT SUBMITS FIRE PROTECTION SYSTEM IMPAIRMENT APPLICATION FORM WITH A PLAN ATTACHED SHOWING THE PROPOSED ISOLATION AREA (CLEARLY DEFINED). (WHERE APPLICATION INVOLVES CIVIL WATER SUPPLY ISOLATION, APPROVED VALVE ISOLATION PERMIT IS TO BE SUBMITTED WITH THE FIRE IMPAIRMENT APPLICATION)

fire.impairments@melair.com.au
MINIMUM 48 BUSINESS HOURS NOTICE

SEE FIRE IMPAIRMENT CHARGES TABLE TO DETERMINE IF IMPAIRMENT IS CHARGEABLE

FIRE IMPAIRMENT CHARGES		Isolation / De-isolation Charge (w/ GST)
Terminal 1		
Monday to Friday	07:00 to 18:00	\$350.00
All other times outside Monday to Friday 07:00 to 18:00		\$625.00
Terminal 2, 3 & 4		
07:00 to 07:30		Non-Chargeable
07:30 to 16:00		
7:30 to 16:30		\$105.00
08:00 to 07:00		\$151.00
08:00 to 17:00		
17:00 to 06:00		\$302.00
Weekends / Public Holidays		

Chargeable?

APPLICANT HAS ACTIVE BLUE FIRE ACCOUNT

PRE-PAYMENT REQUIRED
PRIOR TO COMMENCEMENT OF APPLICATION PROCESS

BLUE FIRE COMMENCES PROCESSING OF RED TAG PERMIT APPLICATION

APPLICANT MODIFIES AND RESUBMITS APPLICATION

MELBOURNE AIRPORT FIRE SAFETY OFFICER PERMIT APPROVAL

BLUE FIRE CONFIRMS APPROVAL AND EMAILS RED TAG PERMIT TO APPLICANT

WET FIRE IMPAIRMENT PERFORMED BY APPLICANT

APPLICANT MUST "SIGN ON" PRIOR TO IMPAIRMENT AND "SIGN OFF" WHEN SYSTEM REINSTATED

CIVIL VALVE ISOLATION PERFORMED BY NOMINATED MELBOURNE AIRPORT SERVICE PROVIDER

NOMINATED SERVICE PROVIDER MUST "SIGN ON" WITH BLUE FIRE PRIOR TO VALVE ISOLATION AND "SIGN OFF" WITH BLUE FIRE WHEN SYSTEM REINSTATED

A COPY OF THE COMPLETED PERMIT MUST BE EMAILED TO **fire.impairments@melair.com.au**

IS THIS A WET FIRE IMPAIRMENT? (ISOLATION PERFORMED BY THE APPLICANT)

BLUE FIRE PERFORMS IMPAIRMENT AS PER THE APPROVED RED TAG PERMIT

BLUE FIRE EXTENDS RED TAG PERIOD FOLLOWING ADVICE FROM MELAIR FIRE SAFETY OFFICER (CHARGES MAY APPLY)

APPLICANT COMPLETES WORKS DURING APPROVED IMPAIRMENT PERIOD

APPLICANT SEEKS RED TAG PERMIT EXTENSION APPROVAL FROM MELAIR FIRE SAFETY OFFICER

BLUE FIRE DE-ISOLATES SYSTEM AS PER THE APPROVED RED TAG PERMIT

BLUE FIRE COMPLETES APPLICATION AND FILES RED TAG PERMIT