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| Specified system form  This form must be completed for each relevant specified system and attached to a Form 11 application (AC2109) or Compliance schedule application (AC2102) | \\aklc.govt.nz\Data\Users3\MikaE\Desktop\Council logo 1.png |

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| **Specified System / Description:** | Choose an item. |
| **Type:** | *Describe the type of system installed.* |
| **Make/Model:** | *Provide make / model of the system. If there is no visible indication of this enter ‘unknown’.* |
| **Location:** | *Describe the location of the specified system. If not throughout the building provide further information on the systems location* |
| **Performance Standard:** | *State the level of performance the system meets. For further information on referencing performance standards refer to* [*AC1831*](https://www.aucklandcouncil.govt.nz/building-and-consents/Documents/ac1831-guidance-on-performance-standards.pdf)*.* |
| **Inspections Procedure:** | *Describe the inspection procedures to ensure the system will continue to meet its stated performance standard* |
| **Interface testing** | *Confirm if the system is interfaced with any other system and any required testing / inspections* |
| **Maintenance Procedure:** | *Describe the planned preventative maintenance and responsive maintenance procedures that is required to ensure the system maintains its level of performance*. |
| **Reporting:** | *The building owner must obtain annual written reports from any IQP or other person who carried out one or more inspections &/or maintenance procedures. Reports must, as a minimum:*   1. *record any inspection, test, repair, or maintenance carried out* 2. *record any faults found or maintenance required & the remedy applied* 3. *include the date the work was carried out* 4. *include the name of the person who performed the work*   *All reports must be kept at the agreed location for a minimum of 2 years* |
| **Attachments** | *If relevant, provide any other useful documentation to assist an IQP to inspect the specified system (list the document provided)* |

Email the completed form, along with AC2109 Application for an amendment to a compliance schedule – Form 11, to:

[regsupportcomplianceschedule@aucklandcouncil.govt.nz](mailto:regsupportcomplianceschedule@aucklandcouncil.govt.nz)