



**EXAMPLE ONLY**

19/11/2018

BWOF Administrator  
Auckland Council - Southern Building Control  
Private Bag 92300  
Auckland 1142

1-B0125.00

Dear BWOF Administrator

**BUILDING ACT: WARRANT OF FITNESS COPY FOR COUNCIL**

**Compliance Schedule Number: 200600233**

Please find attached a copy of the Building Warrant of Fitness (Form 12), and associated Certificates of Compliance (Form 12A), for the specified systems for St Dominics Parish Office, 34 Bolton Street, Blockhouse Bay, Auckland 0600.

Please contact me if you have any queries.

Yours sincerely

Property Services –Compliance Coordinator

DDI: 09 355 9522  
Cellphone: 021 244 6849  
Email: Peter.Wilson@wsp-opus.co.nz



19/11/2018

Fr. Gilbert Ramos  
St Dominics Catholic Parish  
34 Bolton Street  
Blockhouse Bay  
Auckland 0600

1-B0125.00

Dear Fr. Gilbert,

**ANNUAL BUILDING WARRANT OF FITNESS (BWOFF) REPORT**

Please find attached the annual Building Warrant of Fitness (BWOFF) documentation, including BWOFF Certificate, Contractor Form 12A's, and our IQP Inspection Report for St Dominics Parish Office, 34 Bolton Street, Blockhouse Bay, Auckland 0600, (Compliance Schedule Number 200600233).

Peter P Wilson of Opus International Consultants Limited inspected these premises on 19/11/2018.

This documentation is to be kept in the Building Warrant of Fitness Manual for a minimum of two years and be available for audit by the Auckland Council - Southern Building Control if requested.

The required documentation has been forwarded to the Auckland Council - Southern Building Control for annual renewal acceptance.

Thank you for allowing us to undertake this important service for you.

Please contact me if you have any queries.

Yours sincerely



Property Services –Compliance Coordinator

DDI: 09 355 9522

Mobile: 021 244 6849

Email: peter.wilson@corp.pbwan.net

19/11/2018

Michele Elsmore  
Catholic Diocese of Auckland  
Private Bag 47904  
Ponsonby  
Auckland 1144

1-B0125.00

Dear Michele,

**ANNUAL BUILDING WARRANT OF FITNESS REPORT**

Please find attached the annual Building Warrant of Fitness (BWOFF) documentation, including BWOFF Certificate, Contractor Form 12A's, and our IQP Inspection Report for St Dominics Parish Office, 34 Bolton Street, Blockhouse Bay, Auckland 0600, (Compliance Schedule Number 200600233).

Peter P Wilson of Opus International Consultants Limited inspected these premises on 19/11/2018.

The required documentation has been forwarded to the Auckland Council - Southern Building Control for annual renewal acceptance.

Compliance records, reports and certificates are required to be kept for a minimum period of two years and be available for audit by the Auckland Council - Southern Building Control if requested.

The original of the BWOFF Certificate has been forwarded to the site to display in the building, along with copies of the attached documents to be placed in the Building Warrant of Fitness Manual.

Please contact me if you have any queries.

Yours sincerely



Property Services –Compliance Coordinator

DDI: 09 355 9522  
Cellphone: 021 244 6849  
Email: Peter.Wilson@wsp-opus.co.nz

**BUILDING WARRANT OF FITNESS ANNUAL REPORT**

**Building:** St Dominics Parish Office  
34 Bolton Street, Blockhouse Bay, Auckland 0600

**Compliance Schedule No:** 200600233

**Reporting Period:** 12 month period prior to 21/11/2018

**Client:** St Dominics Catholic Parish

**Our Reference:** 1-B0125.00

<b>SYSTEMS AND FEATURES (AS LISTED ON THE COMPLIANCE SCHEDULE)</b>	<b>SERVICE CONTRACTOR (RESPONSIBLE FOR INSPECTION, TESTING &amp; MAINTENANCE PROCEDURES)</b>
SS 2 Automatic or manual emergency warning systems for fire or other dangers	Guardian Alarms Auckland
SS 14/2 Signs	Opus International Consultants Auckland
SS 15/B Final exits	Opus International Consultants Auckland
SS 15/D Signs for communicating information intended to facilitate evacuation	Opus International Consultants Auckland

**Comments:**

An annual audit of the above systems and features has been completed. This included a review of the signed records in the BWOFF Manual or online (where completed), and of the 12A certificates provided by service contractors.

The inspection, maintenance and reporting procedures for the above building have been completed in accordance with the requirements of the existing Compliance Schedule for the previous twelve months.

Therefore, the issue of the Building Warrant of Fitness for the building is supported.

**Signed:**

Peter P Wilson

**Date:** 19/11/2018





**EXAMPLE ONLY**

**FORM 12 – BUILDING WARRANT OF FITNESS: 200600233**

**Section 108, Building Act 2004**

**ISSUED: 21/11/2018**

**EXPIRES: 21/11/2019**

**Street address of building** **34 Bolton Street, Blockhouse Bay, Auckland 0600**  
Legal description of land where building is located Lot 3 DP 58327 Lot 2 172720

**Building name** **St Dominics Parish Office**

Location of building within site/block number Site  
Level/unit number  
Current, lawfully established, use Office  
(Number of occupants per level/use if more than 1)  
Year first constructed 1992  
Intended life of the building if 50 years or less  
Highest fire hazard category for building use 1

**Owner**  
Name of owner Catholic Diocese of Auckland  
Contact person Michele Elsmore  
Mailing address Private Bag 47904  
Ponsonby  
Auckland 1144  
Phone numbers (09) 360 3088  
Facsimile number (09) 376 2829  
Email address michelee@cda.org.nz

**Agent**  
Name of agent WSP Opus  
Contact person Peter P Wilson  
Mailing address PO Box 5848, Auckland 1141  
Phone numbers 09 355 9522  
Facsimile number  
Email address peter.wilson@corp.pbwan.net  
Relationship to owner Contractual - ACENZ

The maximum number of occupants that can safely use this building is 100.

The following specified systems are covered by the compliance schedule for this building:

- SS 2 Automatic or manual emergency warning systems for fire or other dangers
- SS 14-2 Signs
- SS 15-B Final exits
- SS 15-D Signs for communicating information intended to facilitate evacuation

The inspection, maintenance and reporting procedures of the compliance schedule, number 200600233, for the above building have been fully complied with during the 12 months prior to the date stated below.

The compliance schedule is kept at On Site.

**Signature of agent on behalf of and with the authority of the owner:**

**Date signed: 19NOV2018**

**Peter P Wilson** Authorised agent, WSP Opus





<b>CERTIFICATION OF COMPLIANCE WITH INSPECTION, MAINTENANCE &amp; REPORTING PROCEDURES</b>	<b>FORM 12A</b>
Section 108(3)(C), BUILDING ACT 2004	

<b>Building Name:</b>	<b>ST DOMINICS PARISH OFFICE</b>		
<b>Street Address:</b>	34 BOLTON STREET, BLOCKHOUSE BAY, AUCKLAND		
<b>Legal Description:</b> LOT 3 DP 58327 Lot 2 172720	<b>Level / Unit Number:</b>		
<b>Location of Building:</b>			
<b>Owner's Name:</b> CATHOLIC DIOCESE OF AUCKLAND	<b>Contact Person:</b>		
<b>Mailing Address:</b> PRIVATE BAG 47-904 PONSONBY, AUCKLAND 1144	<b>Street Address / Registered Office:</b>		

The Inspection, maintenance and reporting procedures of the compliance schedule have been fully complied with during the 12 months prior to the date stated below in relation to the following specified system.

	Compliance Scheduled Systems	Annual Inspection	Date of Annual Inspection	Recommendations
SS 2	Emergency Warning System	Yes	SEPT 2018	No

Signature of Independent Qualified Person: \_\_\_\_\_

Name: Don Cathro  
 Date: 21 NOVEMBER 2018  
 Registration Number: 110199



Office Hours Mon/Wed/Fri 9am-5pm  
Admin Staff will let in. Sign Book



SS 2 ANNUAL SURVEY SHEET - FIRE

GUARDIAN ALARMS

Date: 24-9-2018 City/Town: AUCKLAND Agent: GUARDIAN ALARMS

Building: ST DOMINICS PARISH CENTRE - 34 BOLTON STREET, BLOCKHOUSE BAY BWO of Expiry Date 21/12/18

System Monitored  Yes  No Code: LOCAL System Type TWO ENHANCED

Monitoring Company NOT CONNECTED Panel Type PERTRONIC F1

Zone No	INDICATING UNIT PLAN <input type="checkbox"/> WRITTEN <input checked="" type="checkbox"/> COMPLIES YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	ELECTRICAL TESTS		OPERATIONAL TESTS		THERMALS	SMOKES	CALL POINTS	SOUNDERS	E.O.L. Detector #	DETECTORS REQUIRED	
		LOOP (K Ohms)	INSULATION (Megohms)	Total Points on Zone	Circuits							
					Defect							Fire
1	STANDALONE PARISH BUILDING	9.92	100	5	D D	0	1	4	3	1-5		

<b>EVACUATION SOUNDERS AND WIRING</b>		Insulation 1 <input type="text" value="100"/>	Siren Type	Batteries	System	System Evac
Total <input type="text" value="3"/>	Tested <input type="text" value="YES"/>	Monitoring <input type="text" value="YES"/>	Insulation 2 <input type="text" value="N/A"/>	AMPAC VIPERS	Voltage	13.7

MECHANICAL INTERLOCKS TESTED <input type="text" value="N/A"/>	ELECTRICAL INTERLOCKS TESTED <input checked="" type="checkbox"/>	Load Test	12.0
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ANCILLARY CONTROLS TESTED	ISOLATE SWITCH SIGNALS "ISOLATE" <input type="text" value="N/A"/>	Recovery	12.5
HVAC <input type="text" value="N/A"/> LIFTS <input type="text" value="N/A"/> DOOR CONTROLS <input type="text" value="N/A"/>	SILENCE ALARM SW SIGNALS "DEFECT" <input checked="" type="checkbox"/>	Expiry Date	<input type="text" value="29-5-22"/>

REMOTE SIGNALLING TESTED <input type="text" value="N/A"/>	SPRINKLER SYSTEM OPERATES EVAC <input type="text" value="N/A"/>
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REMARKS AND SURVEY RECOMMENDATIONS TO COMPLY WITH NZS4512:

I certify that the fire alarm system in the above building has been comprehensively inspected and tested.

ASFA0812 Survey Technician K. CHEN

# FORM 12A – CERTIFICATE OF COMPLIANCE WITH INSPECTIONS, MAINTENANCE AND REPORTING PROCEDURES

Section 108(3)(c), Building Act 2004

## THE BUILDING

**Building Warrant of Fitness No.** 200600233  
**For 12 month period expiring** 21/11/2018  
**Building name** St Dominics Parish Office  
**Street address of building** 34 Bolton Street, Blockhouse Bay, Auckland 0600

Legal description of land  
where building is located Lot 3 DP 58327 Lot 2 172720

Level/unit number

## THE OWNER

**Name of owner** Catholic Diocese of Auckland  
**Contact person** Michele Elsmore  
**Mailing address** Private Bag 47904  
Ponsonby  
Auckland 1144  
**Street address** Pompallier Diocesan Centre, 30 New Street, Ponsonby,  
Auckland 1144  
**Registered office**

## COMPLIANCE

The inspection, maintenance and reporting procedures of the compliance schedule have been fully complied with during the 12 months prior to the date stated below in relation to the following specified system(s):

SS 14/2 Signs

SS 15/B Final exits

SS 15/D Signs for communicating information intended to facilitate evacuation

**Signature of Independent Qualified Person:**



**Name of Independent Qualified Person:**

Peter P Wilson

**Name of Company:**

Opus International Consultants Limited

**Registration No.**

110817

**Date signed:**

19NOV2018