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| **Essential Safety Measures (ESM) Routine Service – 12/13 Pioneer Plaza** (BCA Class 5 building)*The Annual Essential Safety Measures Report (AESMR) SF-21, is due within a month of the pre 1994 building anniversary: 13th June 2009* |
| **Safety Measure** *Building Regs 2018* | **ESM Form** | **Frequency of test or inspection**  | **Who is responsible?** |
|  | **Part 2 - Means of Egress** |
| Paths of travel to exits  | SF-28 | Every 3 months * to ensure no obstructions or alterations
 | Site OHS Rep |
| Discharge from exits (including paths of travel from open spaces to the public roads to which they are connected) | Every 3 months * to ensure no obstructions or alterations
 |
| Exits (including ramps, stair treads, handrail) | Every 3 months to ensure no obstructions or alterations |
| Doors in a required exit – closing, opening & latching | Every 3 months * to ensure doors are intact, operational and fitted with conforming hardware
 |
|  | **Part 3 - Signs** |
| Exit & directional signage | SF- 77 | Every 6 months | External contractor |
|  | **Part 5 - Fire Fighting Services & Equipment** |
| Portable fire extinguishers & fire blanket | SF-25 | Every 6 months - maintenance tag & label | External contractor |
|  | **Part 7 - Automatic Fire Detection & Alarms** |
| Smoke alarm systems | SF-75 | Monthly - test smoke alarm battery Annual* clean / vacuum
* replace 9-volt smoke alarm batteries

Every 10 years* replace all smoke alarm units
 | External contractor |

*As per AS 1851 - 2012*