



FOR A SAFER STATE

FIRE ALARM MONITORING SERVICES
Schedule 1 Form

Please return this form to Fire Alarm Monitoring Services by post to PO Box 3238, Success, WA, 6964 or email to au_wacsc@chubbfs.com.

Date Form Completed			
Contact Details for Client			
Name (Building Owner)			
ABN / ACN			
Owner Address			
Suburb		State	Post Code
Contact Details for Billing			
Billing Contact Name			
Billing Contact Position			
Billing Contact Phone		Mobile	
Billing Email			
New Billing Address			
Suburb		Post Code	
Current Details of Premises			
DBA Number			
Name of Building			
Name of Complex			
Street/Lot Number			
Street Name			
Suburb		State	Post Code
Nearest Cross Street			
Opening Hours			
Nominated Site Contact			
Name			
Position			
Phone		Mobile	
Email			
Site Specific Details			
Former Building Name			
Is this site a Government Agency?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes – Please select appropriate Department	<input type="checkbox"/> Local	<input type="checkbox"/> State	<input type="checkbox"/> Federal
Are site inductions required for the site?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes – are the inductions site administrated or outsourced?		<input type="checkbox"/> Site	<input type="checkbox"/> Outsourced
If outsourced – please provide the contact details for the induction provider below			
Contact Name			
Phone		Mobile	
Email			
Please advise if there are any environmental health or safety access considerations required to access the building and / or Fire Indicator Panel (FIP)			



FOR A SAFER STATE

FIRE ALARM MONITORING SERVICES
Schedule 1 Form

Business Hours Nominated Contact: (0900-1700) Required Contact

Name			
Position			
Phone		Mobile	
Email			

After Hours Nominated Contact 1: (24/7) Required Contact

Name			
Position			
Phone		Mobile	
Email			

After Hours Nominated Contact 2: (24/7) Required Contact

Name			
Position			
Phone		Mobile	
Email			

After Hours Nominated Contact 3: (24/7) Optional Contact

Name			
Position			
Phone		Mobile	
Email			

I wish to be nominated for Primary Fire Alarm Activations – If left unchecked, contacts will only be notified for Faults and Secondary Signals.

All nominated contacts must be available 24/7, except for the business hours contact which is between 9:00 am and 5:00 pm.

Please note the following regarding Nominated Site Contacts:

Clients are required to provide at least three (3) nominated site contacts for communication from DFES and Fire Alarm Monitoring Services (FAMS).

The Client must provide details of at least one (1) business hours nominated site contact and two (2) different nominated site contacts which can provide 24/7 coverage.

Failure to provide the required contacts for new alarm applications may result in the alarm not being connected or prevent the alarm from being placed ONLINE and allow for alarm monitoring to proceed.

Failure to provide required contacts for existing DBA alarms may result in the alarm being placed offline.

Fire Service Agents may not be listed as nominated contacts without the express permission of DFES.

Nominated site contacts must have the authority to place service calls requesting Fire Service Agent attendance (24/7), where required. Where the nominated contact is a third-party call centre, internal authority measures should be in place.

Nominated site contacts will be notified via telephone call of a loss of communications with the Fire Indicator Panel (FIP), secondary alarm events and faults as they occur at any time of day or night. Faults and secondary alarms, where applicable, will only be notified once per 24-hour period.

In the event of primary alarms, where the site has requested to be advised, communications failures and pump runs, all nominated contacts will be called.

DFES COMCEN, at its discretion, will call nominated contacts when required.