

# Fire Industry Alliance - AFSPAB Scheme

## Application for Endorsement as a Fire Systems Practitioner

### Lodgement

Before applying, all applicants must read the FIA – AFSPAB Scheme Code of Conduct and all relevant Scheme policies and procedures.

Submit completed applications (with all attachments) to: [AFSPAB@firealliance.com.au](mailto:AFSPAB@firealliance.com.au)

### APPLICANT DETAILS

|                                       |  |
|---------------------------------------|--|
| Surname:                              |  |
| Given names:                          |  |
| Business/Employer:                    |  |
| Business Address:                     |  |
| Position:                             |  |
| Phone Number (Work):                  |  |
| Phone Number (After Hours/ Personal): |  |
| Email:                                |  |

### ENDORSEMENT CATEGORY / STREAM

Please indicate endorsement(s) you are applying for:

| Category of Endorsement                                                                          | Tick                     |
|--------------------------------------------------------------------------------------------------|--------------------------|
| Fire Safety – Sprinkler Systems (Unlimited)                                                      | <input type="checkbox"/> |
| Fire Safety – Sprinkler Systems (Limited to Domestic and Residential Systems Only)               | <input type="checkbox"/> |
| Fire Safety – Detection and Alarm Systems<br><i>This incorporates EWIS and Occupant Warning.</i> | <input type="checkbox"/> |

|                                                                                                                                      |                          |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Fire Safety – Hydrants and Hose Reels (Unlimited)<br><i>This does not incorporate Portable Fire Equipment.</i>                       | <input type="checkbox"/> |
| Fire Safety – Hydrants and Hose Reels (Limited to Single Pressure Zone)<br><i>This does not incorporate Portable Fire Equipment.</i> | <input type="checkbox"/> |
| Fire Safety – Hose Reels<br><i>This does not incorporate Portable Fire Equipment.</i>                                                | <input type="checkbox"/> |

| Previous Applications                                                                                                                                                  | Yes                      | No                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| Have you previously applied for (with any entity) assessment for endorsement or accreditation as a fire system practitioner or certifier and been refused or rejected? | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you previously applied for registration as a building practitioner, or for other licence/registration, and been refused or rejected?                              | <input type="checkbox"/> | <input type="checkbox"/> |

If yes, please provide details:

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## QUALIFICATION EVIDENCE

Applicants must hold a **11002NAT Certificate IV in Fire Systems Compliance** or a **qualification the Board considers is at least equivalent.**

| Attachments                                                                          | Tick                     |
|--------------------------------------------------------------------------------------|--------------------------|
| Copy of Certificate IV qualification                                                 | <input type="checkbox"/> |
| Transcript showing required core units & relevant electives for each selected stream | <input type="checkbox"/> |

Please list and supply copies of any additional relevant qualifications and endorsements you have obtained.

| Additional Qualifications (if applicable) | Copy Attached            |
|-------------------------------------------|--------------------------|
|                                           | <input type="checkbox"/> |
|                                           | <input type="checkbox"/> |
|                                           | <input type="checkbox"/> |

## EMPLOYMENT HISTORY & PRACTICAL EXPERIENCE

Applicants must provide **at least 4 years of relevant experience within the last 10 years** for each category sought. You may demonstrate this through:

### 1. Employment History

| Employer / Company | Contact (Phone / Email) | Role / Title (FT/PT/Casual) | Start Date | End Date | Duties / Responsibilities Relevant to Endorsement Stream(s) |
|--------------------|-------------------------|-----------------------------|------------|----------|-------------------------------------------------------------|
|                    |                         |                             |            |          |                                                             |
|                    |                         |                             |            |          |                                                             |
|                    |                         |                             |            |          |                                                             |

### 2. Project/Field Work Evidence (optional or supplementary)

Include details such as:

- Type/scale of systems worked on
- Specific responsibilities
- Examples of work (reports, designs, inspections, commissioning)

*Example:*

"I completed approx. 250 sprinkler system designs ranging from 20–1,250 heads, including full sign-off responsibility on 150 projects..."

Attach all evidence as separate documents.

## PROFESSIONAL REFEREES

Attach **two (2) professional references** using the AFSPAB Referee Report Template.

Examples of suitable referees include:

- Registered building practitioners, or
- AFSPAB-endorsed practitioners, or
- Suitably qualified technical professionals.

In the table below, please list additional persons who can comment on your character and/or technical proficiency:

| Name | Contact Number | Relationship |
|------|----------------|--------------|
|      |                |              |
|      |                |              |
|      |                |              |

## MEMBERSHIPS AND REGISTRATIONS

**Industry Memberships** (Not required for endorsement.)

| I am a current member of:            | Tick                     | Class / Category |
|--------------------------------------|--------------------------|------------------|
| Fire Industry Alliance               | <input type="checkbox"/> |                  |
| Institute of Fire Engineers          | <input type="checkbox"/> |                  |
| Society of Fire Protection Engineers | <input type="checkbox"/> |                  |
| Other                                | <input type="checkbox"/> |                  |

## Professional Registrations & Licences

Provide copies of all relevant licences.

### Mandatory notes:

- **Hydrants & Hose Reels** – plumbing registration/licence required
- **Sprinklers & Detection/Alarm** – building practitioner registration (or equivalent) required

| Class/Licence | State/<br>Territory | Expiry | Copy Attached            |
|---------------|---------------------|--------|--------------------------|
|               |                     |        | <input type="checkbox"/> |
|               |                     |        | <input type="checkbox"/> |
|               |                     |        | <input type="checkbox"/> |

### DECLARATION OF DISCIPLINARY ACTION

|                                                                                                                                    | Yes                      | No                       |
|------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| Have you ever been subject to disciplinary action by a regulator, industry body, accreditation authority, or similar organisation? | <input type="checkbox"/> | <input type="checkbox"/> |

If yes, provide details and any supporting documentation:

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### PHOTO IDENTIFICATION

Provide proof of your identity by submitting a copy of the original of one of the following:

- Australian Drivers Licence (both sides)
- Occupational or Trade Licence (with photo)
- Passport

Your name must be the same on all the documents you submit. Expired copies of documents are not accepted.

## INSURANCE REQUIREMENTS

It is a requirement of endorsement, that Practitioners maintain Professional Indemnity Insurance and Public Liability Insurance.

|                                                                                                                                                                                                                                                                                                                                | Yes                      | No                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| I confirm that I (or my employer) hold and will maintain the minimum insurance requirement of \$10 million for Public & Products Liability and \$2 million for Professional Indemnity Insurance and that the level of insurance cover is adequate for the services and activities I undertake in the fire protection industry. | <input type="checkbox"/> | <input type="checkbox"/> |

Attach Certificates of Currency or other proof of insurance.

## FEES

Once your application and attachments are received, an invoice will be issued. Fees are non-refundable.

**FIA Members** \$1,250.00 (GST excl) for a single endorsement category -

**Non-FIA Members** \$1,550.00 (GST excl) for a single endorsement category -

**Additional category** \$250.00 (GST excl)

## CODE OF CONDUCT DECLARATION

**Fire Industry Alliance – AFSPAB Scheme Code of Conduct sets out the minimum standard of conduct, competence, integrity, and professionalism expected and required from Fire System Practitioners (FSPs) endorsed by the Fire Industry Alliance – AFSPAB Scheme (Scheme).**

|                                                                                                                              | Yes                      | No                       |
|------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| I have read and agree to accept to comply with the FIA–AFSPAB Scheme Code of Conduct and all Scheme Policies and Procedures. | <input type="checkbox"/> | <input type="checkbox"/> |

## APPLICANT DECLARATION

I, [Applicant - Full Name] \_\_\_\_\_ declare that:

I am the person named in this application;

I understand that my application will **not be considered** until:

- a. All required fees have been paid in full, including any outstanding amounts; and
- b. All requested documentation, including Referee Reports, registrations, qualifications, and insurance, has been supplied.

I understand that submission of this application does not guarantee endorsement by the FIA – AFSPAB Scheme. Endorsement is at the absolute discretion of the Scheme and may only be disputed via the Scheme processes.

I recognise that after the making of this application, I will be required to participate in other assessment activities.

All copies of qualifications, certificates, transcripts, and other documentation supplied are true copies of original documents, with no alterations or omissions.

All work examples submitted were prepared by me or under my direct supervision.

All information contained in this application and any attachments is true and correct.

I consent to the collection, use, and disclosure of my personal information by the FIA for purposes related to this application and, if successful, my endorsement, including:

- c. Verification of responses;
- d. Confirmation of qualifications with Fire Industry Training (FiT) or other Registered Training Organisation;
- e. Administration of the FIA – AFSPAB Scheme;
- f. Publication of my details in the AFSPAB Register;

g. Handling complaints or disciplinary matters.

I understand that providing false or misleading information may result in penalties, including refusal or revocation of endorsement.

Signed [Applicant]: \_\_\_\_\_

Name [Printed]: \_\_\_\_\_

Declared at [Location]: \_\_\_\_\_

Date: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

Witness Name [Printed]: \_\_\_\_\_

## APPLICATION SUBMISSION

Submit your application by email to [afspab@firealliance.com.au](mailto:afspab@firealliance.com.au)

To ensure timely processing, please attach all relevant documents to your email, including:

- Completed AFSPAB Application Form
- Completed Referee Reports (minimum of two)
- Copies of relevant Registrations / Licenses
- Copy of Photo Identification
- Copies of Insurance Certificates (Public Liability and Professional Indemnity)

## Document Version & Approval

|                |              |
|----------------|--------------|
| Operation Date | 12 June 2026 |
|----------------|--------------|

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