

# SFJFS14

## Serve statutory enforceable documents for the purposes of fire safety



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### Overview

This standard is about enforcing statutory provisions on behalf of your regulatory authority. Enforceable documents will be served upon the person(s) described within the relevant home nation's legislation.

#### **There is one element**

- 1 Serve statutory enforceable documents

#### **Target Group**

This standard is recommended for Regulators, i.e. anyone who has the responsibility for ensuring the requirements of Fire Safety and associated regulation are being met through cooperation or enforcement.

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### Performance criteria

- You must be able to:*
- P1 where the notice has been drafted for you, confirm your understanding of the requirements of the notice with the originator
  - P2 Make sure the notice is correctly served in accordance with legislative requirements
  - P3 make sure that the recipient is informed of the appeals procedure and process, and receives the necessary appeal documentation
  - P4 you share information with people within your organisation and any other relevant statutory enforcing authority[s]

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### Knowledge and understanding

*You need to know and understand:*

- K1 how to establish and work within the aims and objectives of the regulatory authority
- K2 how to apply regulatory authority policy on the process of issuing notices and the circumstances in which they can, should and must be issued, referring to any internal procedure, policy or arrangements
- K3 ways in which statutory enforceable documents must be served to meet legal requirements
- K4 how the various types of statutory enforceable documents may be used by regulators to achieve desired outcomes

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**Relevant occupations** Public Services; Public Service and Other Associate Professionals

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**Suite** Fire Safety

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