
MEMORANDUM OF UNDERSTANDING

BETWEEN: QUEENSLAND FIRE DEPARTMENT

And: ELECTRICAL SAFETY OFFICE

Date: — — — — —

Introduction

1. The purpose of this MOU is to facilitate the sharing of resources and information in relation to the response and investigation of fatalities, serious injuries, emergency response, complaint and dangerous events involving electricity related incidents in workplaces, homes, or the community to improve safety and health outcomes for Queensland.

Queensland Fire Department

2. Queensland Fire Department (QFD) is the primary provider of fire and emergency services throughout Queensland. QFD provides a vast range of fire and emergency services including:
 - a) responding to fires in homes, buildings, transportation and bushfire incidents;
 - b) rescue – road accident and other types of rescue;
 - c) responding to transportation vehicle and marine vessel fires;
 - d) chemical and hazardous material emergency management;
 - e) community awareness and education on fire and road safety issues;
 - f) fire safety inspection of buildings, investigation, and prosecution;
 - g) administering legislation relating to fire safety, hazardous materials facilities, and hazard mitigation;
 - h) rural land management advice regarding the role and use of fire;
 - i) fire scene investigation;
 - j) alarm monitoring and response; and
 - k) commercial training in firefighting, fire safety and evacuation procedures.

Electrical Safety Office

3. The Electrical Safety Office (ESO) is part of the Office of Industrial Relations, which is attached to the Department of State Development, Infrastructure and Planning. The ESO's goal is to make Queensland industry, homes and communities safe from the risk of electrical harm. The key outcome is a reduction in electricity-related fatalities, injuries and property damage in Queensland.
4. The ESO collaborates with all stakeholders to improve electrical safety by:
 - a) promoting compliance with electrical safety laws and standards across industry and the community, and enforcing standards when non-compliance is evident;
 - b) influencing and developing legislation and standards to promote electrical safety;

- c) managing registration, licensing, approval (electrical equipment) and accreditation regimes required under legislation;
- d) providing information, education, and training activities to help industry employees and the community manage electrical safety risks;
- e) providing advice to key decision-makers including the Minister for the Industrial Relations portfolio, the Commissioner for Electrical Safety, the Electrical Safety Board and its three committees; and
- f) working cooperatively with other jurisdictions including the State and Territory Governments and the Commonwealth Government to improve electrical safety outcomes across Australia.

Operation and Scope

- 5. This MOU is not intended to:
 - a) be legally binding or have any legal effect. A breach of any provision (alleged or otherwise) of this agreement is not intended to give rise to a legally enforceable cause of action;
 - b) restrict, negate or otherwise impact the statutory duties, functions, directions, and powers available to the ESO or QFD or officers' performance of these duties;
 - c) entitle or require a person to disclose, or enable access to, information that is subject to a duty of confidentiality (whether under statute, contract or otherwise) or legal professional privilege;
 - d) entitle or require either agency to share information if it is not lawfully permitted;
 - e) exclude or restrict any legal or other process that:
 - i. either agency may rely on in seeking information from the other; or
 - ii. a third party may rely on to obtain information from one or both parties of this MOU.

- 6. This MOU is developed at the agency or service level within the responsible Queensland Government department. In the event that department or portfolio responsibilities change, the operation of the MOU will be unaffected, and parties agree that such a machinery of government change does not automatically necessitate renegotiation but will be a matter for consideration during the scheduled review for this MOU.

Legislative Scope

7. The relevant Queensland legislation that applies to this MOU is the:
 - a) *Electrical Safety Act 2002 (ESA)*;
 - b) *Fire Services Act 1990 (FSA)*;
 - c) *Building Act 1975* (in the context of the legal effect given to the *Building Code of Australia*);
 - d) *Building Fire Safety Regulation 2008*
 - e) *Police Powers and Responsibilities Act 2000*; and
 - f) *Coroners Act 2003*.

Responsible departments for this Memorandum of Understanding

Queensland Fire Department (QFD)

8. QFD agrees to share information, where lawfully permitted, with the relevant contact in Schedule 1 including:
 - a) a fire scene where the source of ignition is believed to be of an electrical nature or to have commenced due to failure of electrical equipment or an electrical part.
 - b) preliminary information in relation to a Fire Incident the subject of an investigation.
 - c) other information collected or held lawfully in relation to a Fire Incident the subject of a fire investigation (e.g. an investigation report or examination reports of electrical equipment; and
 - d) providing data (e.g. visual, video, digital etc) at an incident scene for a Fire Incident to assist in decision-making and communicating technical advice to concerned parties.

Electrical Safety Office (ESO)

9. ESO agrees to share information, where lawfully permitted, with the relevant contact in Schedule 1 including:
 - a) a fire scene where the source of ignition is believed to be of an electrical nature or to have commenced due to failure of electrical equipment or an electrical part;
 - b) preliminary information in relation to a Fire Incident the subject of an investigation;

- c) other information collected or held lawfully in relation to a Fire Incident the subject of a fire investigation (e.g. an investigation report or examination reports of electrical equipment; and
- d) providing data (e.g. visual, video, digital etc) at an incident scene for a Fire Incident to assist in decision-making and communicating technical advice to concerned parties.

Cooperation between Parties

10. Each party will:

- a) Ensure that its employees or officers who are affected by the MoU are provided with appropriate training to enable them to give effect to the MoU.
- b) Develop mechanisms to give effect to and monitor the implementation of the MoU as outlined in this MOU.
- c) Subject always to applicable legislation, share information and/or intelligence for the Purpose of this MOU as.
- d) In relation to information sharing:
 - i. acknowledge that each Party is a law enforcement agency under the provisions of the *Information Privacy Act 2009*.
 - ii. agree that any collection, treatment, exchange or sharing of information pursuant to this MOU shall be provided in accordance with applicable legislation including but not limited to:
 - a. Information Privacy Principles; refer to Chapter 2, Part 1 of the Information Privacy Act 2009, and Information Standard 18 - Information Security.
 - b. the *Fire and Emergency Services Act 1990*; and
 - c. other applicable legislation and any agreed privacy protocols in respect of the sharing of information and,

wherever appropriate, in accordance with this MOU or as otherwise agreed by the Parties in writing.
 - iii. ensure that information provided by the other Party will only be used to assess the risk of response and investigation of fatalities, serious injuries, and dangerous events involving electricity related incidents to improve safety and health and to conduct regulatory obligations under the *Fire Services Act 1990*, the *Electrical Safety Act 2002* and any other legislation applicable to either Party.
- e) Notes and agrees that this MOU does not prevent either Party from independently investigating a particular situation as a matter of urgency, when required to

ensure the safety of property, people, and the environment, in accordance with its own practices.

- f) Participation in emergency drill/practice exercises and post debrief learning sessions
- g) Where the agencies agree to conduct a joint investigation, establish a lead agency; or where the agencies agree to cooperate during separate investigations establish processes to enable cooperation.

Confidentiality of Information

11. Section 193 of the ES Act provides for the sharing of information with agencies responsible for administering other safety legislation.

12. In particular, ESA provides for the disclosure of information, the giving of access to a document or the use of information or a document that is made or given by the regulator or a person authorised by the regulator, if the regulator reasonably believes the disclosure, access or use:

- a) is necessary for the administration or enforcement of another Act (prescribed under a regulation); or
- b) is necessary for the administration or enforcement of another Act or law, if the disclosure, access or use is necessary to lessen or prevent a serious risk to public health or safety; or
- c) is necessary for the recognition of authorisations under a corresponding electrical safety law; or
- d) is required for the exercise of a power or function under a corresponding electrical safety law; or
- e) that is required by any court, tribunal, authority or person having lawful authority to require the production of documents or the answering of questions; or
- f) that is required or authorised under a law; or
- g) to a Minister.

13. Pursuant to section 193 of the ESA, certain Acts are prescribed in Schedule 8A of the Electrical Safety Regulation 2013 including the FSA, for the purposes described above. Under section 153A Confidentiality of the *Fire Services Act*, s153A(2)(a) and (b) states that information can be disclosed or used as permitted or required under another Act.

14. When sharing information, the parties acknowledge the confidentiality of that information and the confidentiality requirements of the legislation applicable to the other party. The party providing the information has the right to specify the level of confidentiality attached to the information being provided to protect that information from unauthorised use or disclosure.
15. The party receiving the information will take all reasonable steps to ensure the information is not unlawfully disclosed to a third party and only used for the purposes of this MOU. However, it is acknowledged that confidential information may need to be disclosed in the following circumstances:
 - a) to a professional advisor or auditor;
 - b) within the party's agency on a 'need to know' basis;
 - c) to comply with the law or a requirement of a regulatory body;
 - d) to the agency's responsible Minister and ministerial advisors;
 - e) in response to a request from Parliament or a request from a Committee of the Queensland Parliament;
 - f) where disclosure is required to be made in accordance with established governmental policies, procedures or for public accountability purposes.
16. Each agency agrees to return or destroy (at the discloser's discretion) all confidential information at the expiration of this MOU, or otherwise at the written request of the disclosing party, except confidential information that is required to be retained by law.
17. Additionally, each party:
 - a) acknowledges that QFD is a law enforcement agency under the provisions of the *Information Privacy Act 2009* (IPA); and
 - b) agrees that any collection, treatment, exchange or sharing of information under this MOU shall be provided in accordance with the following:
 - i. Information Privacy Principles (refer to Chapter 2, part 1 of the IPA, and Information Standard 18 – Information Security);
 - ii. The FSA and the ESA;
 - iii. any other applicable legislation and agreed privacy protocols in respect of the sharing of information; and
 - iv. wherever appropriate, as otherwise agreed in writing by each party.
18. The parties agree that any responses to the media in relation to the involvement or assistance of each party in a matter which is subject to this MOU and in which each party is involved, will be conducted in consultation with the other.

Disclosure of Information

19. Where lawfully permitted, each party will use reasonable endeavours, to supply Relevant Information available to that party, as requested by the other party. This will be considered on a case-by-case basis and subject to any relevant legal and operational considerations (including compliance with the *Right to Information Act 2009* and IPA), and any conditions which the provider of the information might place upon the use or disclosure of the information (e.g. confidentiality under section 153A of the Fire Services Act 1990).

Relevant Information

20. For the purposes of this MOU, a Fire Incident means: a fire scene where the source of ignition is believed to be of an electrical nature or to have commenced due to failure of electrical equipment or an electrical part.

21. 'Relevant Information' is information relating to a Fire Incident held by a party which is relevant to the other party's duties or responsibilities including:

- a) preliminary information in relation to a Fire Incident the subject of an investigation;
- b) other information collected or held lawfully by any agency in relation to a Fire Incident the subject of a fire investigation (e.g. an investigation report or examination reports of electrical equipment; and
- c) providing data (e.g. visual, video, digital etc) at an incident scene for a Fire Incident to assist in decision-making and communicating technical advice to concerned parties.

22. Where permitted, the parties may also agree to share information relating to research on Fire Incidents, investigation methods and data or research on injuries, illnesses, fatalities or incidents.

Personal Information

23. A Party which collects, uses, discloses, or has access to Personal Information in relation to this MOU must:

- a) comply with its obligations under the *Information Privacy Act 2009* as an agency of the State of Queensland.
- b) ensure appropriate security measures are in place to protect any Personal Information provided by the other party from unauthorised access or disclosure.

- c) restrict any person from accessing Personal Information provided by the Party unless that person is legally authorised to do so.
- d) ensure only those officers or Representatives who need to be aware of and/or use of the Personal Information for the performance of official duties, under legislation or as otherwise agreement between the agencies will have access to that Personal Information; and
- e) keep a register or other detailed record of all Personal Information shared with or received from the other Party.

24. Each Party must immediately notify the other Party immediately on becoming aware of any breach, suspected breach or complaint relating to this MOU alleging something that would, if proved, be a breach of the *Information Privacy Act 2009*, and provide full details of the breach, suspected breach, or complaint.

25. Each Party should audit access to systems where personal information is stored on no less than a quarterly basis. Upon request, a Party will provide a report to the other party.

26. A final audit must be completed at the end of the Term to assist a discloser of Personal Information in identifying that all Confidential Information and Personal Information has been returned or otherwise identified. Each Party will provide evidence of its final audit to the other Party.

Governance

Term

27. This MOU will commence and be effective from the date of execution by both parties and will continue in force until terminated by either party.

28. Either agency may terminate this MOU by giving the other party seven days prior notice in writing, unless otherwise agreed by both agencies.

Reviews, Maintenance and Evaluation

29. This MOU may be varied or withdrawn at any time by an agreement in writing executed by the agencies.
30. The parties agree to maintain the currency of this MOU as required. Minor information updates which do not affect the operation or validity of the MOU may be undertaken at any time with the updated information forwarded to the other party and appended to this MOU. For example, updating the contact details listed in Schedule 1.
31. The parties agree to review and evaluate the operation of the MOU within three years of the MOU commencing.

Availability

32. The parties agree to circulate and provide access to the MOU, for all affected officers in their respective agencies. This may be achieved through publication on intranet pages or by other means at the parties' discretion.

Breaches and Resolution

33. Should an issue arise in relation to the application of the MOU, the parties will, in the first instance, to the best of their endeavours act in good faith to resolve the issue in a timely manner, at officer-level (refer Schedule 1).
34. If the issue(s) cannot be resolved in the first instance to the satisfaction of each party, the issue(s) and the relevant part of the MOU that applies, are to be referred by each party to their respective Chief Executive Officers as signatories to this MOU. The Chief Executive Officers of both parties are to correspond to determine a timely resolution to the issue(s) raised.

Signed as a Memorandum of Understanding

Signatories

**Signed for and on behalf of the
Queensland Fire Department
by Stephen Smith, Commissioner,
Queensland Fire Department**

Dated this 3 day of February 20 25

**Signed for and on behalf of
Office of Industrial Relations,
Department of State Development, Infrastructure and Planning
by Janene Hillhouse, A/Deputy Director-General,
Office of Industrial Relations**

Dated this 17 day of DECEMBER 20 24

Schedule 1. Contact Details

Queensland Fire Department – www.fire.qld.gov.au

Contact officer

Mark Kahler
Chief Superintendent
Director, Community Safety and Resilience Branch
Queensland Fire and Rescue
Queensland Fire Department
Ph: 07 3635 1992
M: 0419 718 375
Email: Mark.Kahler@fire.qld.gov.au
Physical address:
85 Hudson Road, Albion QLD 4010
Postal address:
GPO Box 1425, Brisbane, QLD 4001

Incident notification

Daren Mallouk
Inspector
Manager State Fire Investigation Unit
Community Safety and Resilience Branch
Queensland Fire and Rescue
Queensland Fire Department
M: 0438 103 903
Email: Daren.Mallouk@fire.qld.gov.au
Physical address:
45 College Street, Hamilton QLD 4007
Postal address:
GPO Box 1425, Brisbane, QLD 4001

Electrical Safety Office – www.electricalsafety.qld.gov.au

Contact officer

Brian Richardson
Director Equipment Safety
M: 0411 319 028
Email: Brian.Richardson@oir.qld.gov.au
Physical address:
Level 11, 1 William Street, Brisbane 4000

Incident notification

Name: On-call Electrical Safety Manager
Email: ESOCCompliance@oir.qld.gov.au
Landline: 07 3738 5099
Mobile: landline redirected to on-call ESM
Physical address:
100 Skyring Terrance, Newstead

Schedule 2. Roles and Responsibilities Relating to Fire Incidents

Incident Notification

35. Incident notifications are a key trigger for an agency to consider commencing an investigation. The parties to this MOU will cooperate to keep each other informed of incidents, which may fall either wholly or partially within their respective jurisdictions.
36. Each party will notify the other of any Fire Incident that they become aware of, in accordance with the principles of this Schedule. For the purposes of this MOU, a Fire Incident means: a fire scene where the source of ignition is believed to be of an electrical nature or to have commenced due to failure of electrical equipment or an electrical part. If a Fire Incident results in significant property damage, a fatality or serious bodily injury or an incident of community significance or public interest¹, the notification must be made as soon as is reasonably practicable.
37. Each party agrees to provide current contact details for the appropriate contact officers for notifications and investigations via the QFD/ESO working group's fire investigation sub-working group.
38. Each agency acknowledges that, while QFD is an emergency response organisation, ESO is not, therefore ESO response to Fire Incident notification will be governed by the principles of this Schedule.
39. Where the principles (of this Schedule) indicate both parties may conduct an investigation into a Fire Incident, QFD agrees to use their best endeavours, in accordance with QFD' Operational Procedures, to ensure that QFD Fire Investigators liaise with ESO Inspectors regarding any relevant subsequent investigation.

¹ Incidents of community significance or public interest include:

- incidents where electricity is present and may have contributed to a hazard or harm occurring (including, fire related incidents that may be, or may be publicly reported as being, or is suspected of being, or needs to be eliminated as, the ignition source); or
- incidents where hazardous chemicals are present, and involves:
 - historic landmarks;
 - multiple dwelling involvement;
 - multiple fatalities;
 - a contentious broad community issue receiving current attention in the media;
 - attention from multiple national or international media receiving widespread coverage;
 - significant loss involving vulnerable members of the community; and
 - incidents involving critical infrastructure resulting in major urban impact.

Immediate Action at Fire Incident Scene

40. Where Queensland Police Service are not in attendance, QFD officers will take control of the Fire Incident scene in accordance with the FSA, QFD Incident Directives and QFD procedures.
41. At a Fire Incident scene, QFD Fire Investigators will operate in accordance with *TacD 12.02.00 Fire Investigation - Investigation Safety*.
42. QFD Fire Investigators will undertake a preliminary Fire Incident scene examination to ascertain whether the fire scene is a Fire Incident, and if required under principles of this Schedule, to notify the ESO.
43. The ESO may, where possible and subject to the principles (of this Schedule), make available and deploy sufficient staff and resources to attend the Fire Incident scene; examine electrical equipment or electrical parts; and otherwise respond to notifications of Fire Incidents by QFD officers.
44. Both parties acknowledge that this does not mean that the ESO will attend every Fire Incident nor attend any incident on an immediate basis, nor examine every electrical equipment or electrical part that may be suspected as being the cause of the Fire Incident. In the event of fatalities however, both parties will use their best endeavours to attend as immediately as possible.
45. The ESO Inspectors will take instruction from QFD officers while attending the Fire Incident scene while it is under the control of QFD. Control of the Fire Incident scene will remain with QFD until such time as they are satisfied relinquishing control of the scene.

Cooperation in Investigation Management

46. Each party agrees that:
 - a) the party receiving the incident notification is to advise the other agency as soon as practicable if it intends to investigate an incident that is subject to this MOU;
 - b) the parties will cooperate where possible, to ensure timely and accurate outcomes to the investigations when both parties are involved;

- c) where it is likely that parties will need to cooperate in joint or separate investigations, the QFD/ESO working group fire investigation subgroup will nominate a coordinating officer to facilitate cooperation and the completion of the investigation;
- d) each party may provide, upon request and subject to the Principles (of this Schedule), technical assistance where specialist skills and knowledge may be required;
- e) where a party issues a notice under an Act, or issues written directions and the notices or directions may be of interest to party other party, a copy of that notice or written direction may, at the discretion of the notifying agency and subject to privacy considerations, be forwarded to the other party at their request; and
- f) the parties agree to keep each other fully and freely informed on the progress of an investigation which may fall either wholly or partially within their respective jurisdictions.

47. The Contact Officers appointed by each party are to:

- a) provide a point of contact for the other agency when investigations are undertaken;
- b) take responsibility for passing on all relevant information when requested, where legally permitted, to the other party in relation to any investigation of interest;
- c) inform the other party when a decision is made to relinquish involvement in an investigation, where a matter is more appropriately dealt with by the other party;
- d) when an incident investigated by one party results in the need for enforcement action, the party will advise the other party of its intention to take action; and
- e) oversee the implementation of this MOU during investigations.

Preliminary Investigation

48. An investigation will be limited to the extent the incident falls within a party's jurisdictional boundaries.

49. In areas where the principles (of this Schedule) indicate the ESO may conduct an investigation, but where an ESO Inspector may not be able to attend the Fire Incident site immediately, QFD agrees to ensure that its officers will, if requested, undertake preliminary investigative functions on behalf of an ESO officer. Where required, the preliminary investigative functions may include the collection of evidence (e.g. photographs, witness statements and notations on observations of the scene) for mutual examination and securing the scene until an ESO Inspector can attend.

Evidence

50. It is acknowledged that QFD officers and ESO officers have powers of seizure and entry under their respective legislation. It is also acknowledged that circumstances may arise at a Fire Incident where officers of both agencies are authorised to seize property as part of the investigation. Co-operation between the parties is essential to ensure evidence is not damaged, altered or in any way compromised.
51. QFD will generally retain any seized items from a Fire Incident if a QPS officer is not available to seize or collect the evidence.
52. With the consent of QFD, it is agreed that an ESO Inspector may examine evidence at the QFD Fire Investigation Unit Joint Testing Facility (the Facility). The Facility shall be maintained in good order and Inspectors shall comply with work health and safety (WHS) requirements, as directed by the WHS officer for the Facility. It is acknowledged by both parties that examination of exhibits may involve dissection/destruction.
53. For significantly large items of evidence (i.e. heavy plant and equipment, vessels, amusement devices etc.), authorised QPS property points or QFD facilities should be used. If such property points are not available, local government/council should be approached.

Fire Incidents

54. QFD officers have powers of entry and seizure under the *Fire Services Act 1990*. Where QFD determines it is appropriate, safe and lawful, access to the Fire Incident scene will be granted to ESO Inspectors.
55. ESO Inspectors have powers of entry and seizure under the *Electrical Safety Act 2002*.
56. The ESO and QFD officers may exercise their respective entry and seizure powers, so long as the incident scene is not considered a crime scene and thereby controlled by the QPS (under the *Police Powers and Responsibilities Act 2000*).

57. The ESO Inspectors must not proceed into restricted areas within the incident scene without the permission of the responsible QFD officers. Section 14 provides that under the *Police Powers and Responsibilities Act 2000*, an ESO officer may ask a police officer to assist them with performing their functions or duties. This assistance does not extend to conducting records of interview with any person suspected of breaching the *Electrical Safety Act 2002*.
58. If QFD considers it likely that a fire may have been of an electrical cause, or electrical involvement (either deliberate or accidental), then, subject to the principles (of this Schedule), the ESO will assist QFD with:
- a) the examination at the fire scene;
 - b) the examination of electrical samples seized;
 - c) evidence gathering, continuity of evidence and evidence analysis;
 - d) the determination of the cause of fire; and
 - e) information sharing as required.
59. Once QFD has ceased its fire scene investigation, the ESO may continue investigation for breaches of electrical safety legislation. QFD will assist the ESO with:
- a) evidence gathering, continuity of evidence and evidence analysis;
 - b) the determination of the cause of fire; and
 - c) information sharing as required.

Training

60. Subject to each party's capacity, availability and priorities at the time:
- a) ESO will provide training seminars on electrical safety and electrical fire scene examination to QFD fire investigators; and
 - b) QFD will endeavour to increase electrical fire scene investigation capabilities; and provide fire scene examination training to selected ESO Inspectors.

Resources – Use of QFD Fire Investigation Unit Joint Testing Facility

61. It is agreed that:

- a) QFD will, by arrangement, permit ESO the use of the QFD Fire Investigation Unit Joint Testing Facility (the Facility) for fire investigation and research;
- b) the Facility may, by arrangement, be made available to ESO Inspectors during normal office hours for examination of fire debris samples and electrical articles in order to establish the extent to which electrical malfunction or failure contributed to a particular Fire Incident or potential fire hazard;
- c) no liability will be incurred by either party for any accidental loss or damage to equipment of the other agency located within the workshop facility; and
- d) the ESO may further contribute to the support of the Facility by providing equipment and by sharing cost, within budgetary limitations, on special projects.

Principles for QFD/ESO involvement in a Fire Incident

62. The QFD/ESO management will apply the following overarching principles to determine ESO attendance at a fire scene or examination of electrical equipment that may have been involved in a fire incident:

- a) public safety;
- b) community concern;
- c) risk to community;
- d) equipment or installation practice identified by ESO as appropriate for investigation;
- e) ESO involvement will add suitable value to the QFD investigation; and
- f) death or serious injury, or significant property damage has resulted from the Fire Incident.

63. If ESO is notified of a dangerous electrical event or a serious electrical incident and it is suspected to be a fire incident, the event or incident will be reported to QFD as soon as is reasonably practicable.

64. QFD will advise the ESO of any dangerous electrical event or serious electrical incident if there is reason to believe it has not yet been reported.

65. Dangerous electrical events and serious electrical events include, but are not limited to, incidents where a person:
- a) is killed by electricity or a person receives a shock or injury from electricity, and is treated for the shock or injury by or under the supervision of a doctor;
 - b) receives a shock or injury from electricity at high voltage, whether or not the person is treated for the shock or injury by or under the supervision of a doctor; and
 - c) potential risk of significant property damage.

QFD/ESO Working Group fire investigation sub working group meetings

66. The ESO will chair regular meetings with QFD Fire Investigation Unit personnel. The meetings will:
- a) discuss issues of relevant fire incidents in general;
 - b) consider the data available to QFD, and data shared with ESO, on Fire Incidents believed to have been of electrical cause;
 - c) provide feedback on examinations that have been conducted and their outcomes;
 - d) provide feedback on determinations by QFD about electrical equipment being the cause of fire incidents compared to reports on QFD data, in order to improve the veracity of the QFD data over time;
 - e) consider appropriate training of officers;
 - f) consider any research, education or awareness campaigns that might be proposed by either agency, and opportunities for each agency to leverage off, or participate in, such activities;
 - g) provide the details that need to be identified and communicated by QFD to ESO, to assist the ESO management with determining the appropriate response to any particular incident for which QFD is seeking ESO's support;
 - h) update contact details;
 - i) update identified trends and (based on the principles in Part 2 of this Schedule) inform ESO management on the type of fire incidents ESO should attend, and equipment samples ESO should examine if QFD seized the equipment; and
 - j) consider any policy, procedures, forms, data capture details etc. for ESO/QFD management to approve that are practicable and efficient as tools to assist in actions undertaken by QFD/ESO in relation to the aims of the MOU.