

CFA Regulations 2025 – Detailed Comparison of Changes (Markup)

The following matrix tries to show via markup, the textual changes to the Regulations. Please note this is a manual process to draw attention to changes so brigades/groups can infer their relevance or sensitivity. While best intent has been made to ensure its accuracy, we recommend double checking with source material prior to treating this document as authoritative. Green text generally indicates new or modified text, while red strike through indicates words that have been removed/deleted when compared to the 2014 Regulations.

2025 Reference	2014 Reference	Clause Heading	Wording
Part 1 – Preliminary			
1	1	Objective	<p>The objective of these Regulations is to provide for the following—</p> <p>(a) the proceedings procedure of the Authority;</p> <p>(b) the management of procedure for appeals by officers and employees of to the Authority Commission;</p> <p>(c) the management and administration of fire brigades;</p> <p>(d) the issue of permits to burn and other fire prevention measures;</p> <p>(e) the financial arrangements of, and fees and charges levied by, the Authority;</p> <p>(f) compensation for and rehabilitation from personal injury and destruction, damage or loss of wearing apparel and personal effects of volunteer members of brigades, members of forestry industry brigades, casual firefighters and volunteer auxiliary workers;</p> <p>(g) compensation for destruction, damage or loss of property of volunteer members of brigades, members of forestry industry brigades, casual firefighters and volunteer auxiliary workers;</p> <p>(g)(h) the management and administration of forestry industry brigades;</p> <p>(h) to set out (i) alarm monitoring information requirements;</p> <p>(i) (j) prescribing places as community fire refuges;</p> <p>(k) other matters authorised by the Act.</p>
2	2	Authorising Provision	These Regulations are made under section 110 of the Country Fire Authority Act 1958 .
3	3	Commencement	These Regulations come into operation on 1 November 2014 2 August 2025 .
4	4	Revocation	The Regulations listed in Schedule 1 are revoked .
5	5	Definitions	In these Regulations—

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>Appeal Panel means the Panel under regulation 68;</p> <p>appliance means a firefighting or emergency response vehicle operated by a member;</p> <p>approved officer or operational employee; member means an officer or member, or class of officers, or class of members, approved by the Chief Officer to lead a burning operation for the purposes of regulation 135;</p> <p>AS 1019 means Australian Standard AS 1019— 2000, Internal combustion engines—Spark emission control devices, as in force from time to time;</p> <p>AS 1687 means Australian Standard AS 1687— 1991, Knapsack spray pumps for firefighting, as in force from time to time;</p> <p>AS/NZS 1841.1 means Australian Standard and New Zealand Standard AS/NZS 1841.1:2007, Portable fire extinguishers, Part 1: General requirements, as in force from time to time;</p> <p>brigade area means the area of operation designated for a brigade by the Chief Officer under section 27 of the Act;</p> <p>brigade management team means a group of members appointed by a brigade to manage and administer the affairs of the brigade;</p> <p>call taking and dispatch services has the same meaning as in the Triple Zero Victoria Act 2023;</p> <p>Commission means the Country Fire Authority Appeals Commission established under section 74A of the Act;</p> <p>Computer Aided Dispatch system means the Computer Aided Dispatch system operated used to deliver <u>call taking and dispatch</u> services by the Emergency Services Telecommunications Authority Triple Zero Victoria established under the Emergency Services Telecommunications Authority 2004 Triple Zero Victoria Act 2023;</p> <p>disciplinary hearing means a hearing under Subdivision 4 of Division 4 of Part 4 to determine whether a member of a brigade has engaged in conduct that is a ground for disciplinary action;</p> <p>disciplinary investigation means an investigation under Subdivision 3 of Division 4 of Part 4 into the conduct of a member of a brigade;</p> <p>eligible to vote, in relation to a decision determined by a vote by members of a brigade or group, does not include a person specified in regulation 17;</p> <p>employee means a person appointed under section 17 of the Act;</p> <p>failure by an alarm monitoring system means a fault or failure of an alarm monitoring service to automatically transmit a signal of an alarm of fire, or have that signal of an alarm of fire transmitted from an alarm monitoring service accepted by the Computer Aided Dispatch of the Authority</p> <p>financial statements means the accounting records referred to in regulation 60 79;</p> <p>forestry industry brigade means an industry brigade in the forestry industry;</p> <p>group of brigades or group, in relation to brigades, means a group of brigades formed</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>under section 23A of the Act; <u>ground for disciplinary action</u> has the meaning given by regulation 55; hazardous material incident means a hazardous material incident or a toxic fire incident the whole or part of which is not a fire; <u>hearing officer</u> means the Chief Officer or a person who is authorised under regulation 56(3); <u>junior member</u> or has the meaning given in regulation 28(1); <u>interim restriction</u> means a direction under regulation 57(1); <u>interim suspension</u> means a suspension under regulation 57(2); <u>investigator</u> means the Chief Officer or a person who is authorised under regulation 56(1); member of a brigade, except in Part 6, means a person who is enrolled by the Authority <u>under section 23(1)(b) of the Act</u> as a volunteer officer or volunteer member of a brigade; misconduct includes the following— (a) <u>unacceptable or inappropriate conduct, having regard to any behavioural policies or standards developed by the Authority;</u> (b) <u>conduct that is likely to damage the Authority's reputation or diminish public confidence in the Authority;</u> mobile fire-fighting unit means a vehicle suitably equipped for enabling an industry brigade to respond to and fight a fire; operational employee means an employee of the Authority who is an operational staff member within the meaning of the Emergency Services Superannuation Act 1986; plantation holdings means land which is used primarily for tree farming or other commercial forestry purposes; <u>referring officer</u> means the Chief Officer or a person who is authorised under regulation 56(2); relevant owner, in relation to a forestry industry brigade, has the same meaning as in section 23AA of the Act; <u>secretary</u>, in relation to a brigade or group of brigades, means a person appointed under regulation 78(1)(a) or (2)(a); <u>tested end-to-end</u> means ensuring that signal integrity is maintained between the system components and systems in an alarm system; the Act means the Country Fire Authority Act 1958; <u>treasurer</u>, in relation to a brigade or group of brigades, means a person appointed under regulation 78(1)(b) or (2)(b); <u>uniform</u> means an Authority uniform issued to an officer or member but does not include any item of personal protective clothing; <u>WWC exclusion</u> has the same meaning in the Worker Screening Act 2020.</p>
6	6	Application	These Regulations apply with respect to the country are of Victoria

2025 Reference	2014 Reference	Clause Heading	Wording
Part 2 – The Authority			
7	7	Common Seal	The common seal of the Authority must be kept as directed by the Authority and must not be used except as authorised by the Authority.
8	8	Authority to regulate its own proceedings <u>procedure</u>	Subject to the Act and these Regulations, the Authority may regulate its own proceedings <u>procedure</u> .
9	9	Meetings	(1) The chairperson of the Authority must ensure that written notice of meetings <u>a meeting</u> of the Authority is served on, <u>specifying the date, time and location and form of the meeting, is provided</u> to each member of the Authority not less than 2 days before the meeting. (2) The notice of a meeting must specify the date, time and place of the meeting and, <u>Despite subregulation (1),</u> in the case of a special meeting, of the business to be conducted at Authority, the meeting chairperson <u>of the Authority</u> must ensure that <u>written notice of a meeting is given as soon as practicable before the meeting.</u>
10	10	Minutes	The chairperson <u>of the Authority</u> must ensure that <u>minutes of any meeting of the Authority are kept which contain–</u> (a) a minute book is kept; and <u>a record of</u> (b) the minute book contains– (i) minutes of the decisions of the authority and recommendations of committees of the Authority; and (ii) (b) the names of the members of the Authority present at each meeting.
11	New	Attendance at meetings	(1) <u>The chairperson of the Authority may permit members of the Authority to attend a particular meeting, or all meetings, by audio-visual link or audio link.</u> (2) <u>To avoid doubt, a member of the Authority who attends a meeting under subregulation (1) is present at the meeting.</u>
Part 3 – Employees			
Division 1 – Discipline			
	11 – 21		Division 1—Discipline 11—Offences An employee, other than the Chief Executive Officer or the Chief Officer, who— (a) is involved in a contravention of section 20A(2) of the Act by a brigade or group; or (b) is involved in the contravention of section 26 of the Act by an association of persons; or (c) contravenes a direction of the Chief Officer given under section 30(1) of the Act; or (d) commits an act of misconduct; or (e) is negligent in the discharge of the employee's duties; or (f) is inefficient or incompetent and the inefficiency or incompetence arises from causes within the employee's control; or

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(g) is guilty of disgraceful or improper conduct; or (h) during the period of the employee's service, is convicted or found guilty of a criminal offence punishable by imprisonment— is guilty of an offence.</p> <p>12 Penalties</p> <p>(1) An employee who is guilty of an offence under regulation 11 may be subject to one or more of the following penalties—</p> <p>(a) an admonition; (b) a reprimand; (c) a fine not exceeding \$2000; (d) a reduction in rank not amounting to removal under section 17 of the Act; (e) a reduction in classification not amounting to removal under section 17 of the Act; (f) a reduction in salary; (g) transfer from the employee's position and appointment to another position with the Authority for a specified period or without a period being specified; (h) suspension; (i) removal under section 17 of the Act.</p> <p>(2) If a fine is imposed under this regulation, the Authority may deduct the amount of the fine from the pay of the employee fined, but the maximum amount that may be deducted in respect of each week must not exceed \$50.</p> <p>13 Investigation</p> <p>(1) The Chief Executive Officer or the Chief Officer may appoint an employee or other person as an investigator to gather information concerning the circumstances which may have given rise to an offence under regulation 11.</p> <p>(2) Without limiting subregulation (1), the investigator must, as soon as practicable after commencing an investigation, give a written report on the circumstances to the person responsible for determining whether a charge should be laid in relation to those circumstances.</p> <p>14 Laying of a charge</p> <p>(1) A senior employee, other than the Chief Executive Officer or the Chief Officer, may lay a charge for an offence under regulation 11.</p> <p>(2) A charge for an offence must be laid against an employee within the prescribed period after the day on which the written investigation report is given under regulation 13(2).</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) The senior employee who lays the charge must give to the employee charged a copy of the charge setting out the circumstances of the alleged offence.</p> <p>(4) In subregulation (2), prescribed period means—</p> <p>(a) 30 days; or</p> <p>(b) any other period not exceeding 60 days that the Chief Executive Officer or Chief Officer determines.</p> <p>15 Notification of hearing</p> <p>Not less than 21 days before the day set for the hearing of a charge, the Authority must give written notice of the time, date and place of the hearing to the employee charged.</p> <p>16 Chief Executive Officer to conduct hearing</p> <p>If a charge is laid against an employee (other than an operational employee) the Chief Executive Officer—</p> <p>(a) may suspend the employee charged until the charge is dealt with under these Regulations;—</p> <p>and</p> <p>(b) must hear the charge (unless the Chief Executive Officer decides to dismiss the charge without a hearing) and—</p> <p>(i) dismiss the charge; or</p> <p>(ii) find the charge proven and impose one or more of the penalties referred to in regulation 12.</p> <p>17 Chief Officer to conduct hearing</p> <p>If a charge is laid against an operational employee the Chief Officer—</p> <p>(a) may suspend the employee charged until the charge is dealt with under these Regulations;—</p> <p>and</p> <p>(b) must hear the charge (unless the Chief Officer decides to dismiss the charge without a hearing) and—</p> <p>(i) dismiss the charge; or</p> <p>(ii) find the charge proven and impose one or more of the penalties referred to in regulation 12.</p> <p>18 Hearing of a charge</p> <p>(1) At the hearing of a charge, the person charged may be—</p> <p>(a) self-represented; or</p> <p>(b) represented by another person.</p> <p>(2) The person charged may call, examine and cross-examine witnesses and make submissions.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) — The person hearing the charge is not bound by the rules of evidence and must be informed by the best — evidence available.</p> <p>(4) — The person hearing the charge must —</p> <ul style="list-style-type: none"> — (a) — ensure procedural fairness; and — (b) — in making a decision, have regard to the interests of justice and fairness. <p>(5) — Subject to these Regulations, the person hearing the charge may conduct the hearing in any manner — he or she reasonably thinks fit.</p> <p>(6) — The person hearing the charge may adjourn a hearing if he or she considers it necessary.</p> <p>(7) — The Authority must not discriminate against a person on the basis of evidence given by the person at — the hearing of a charge.</p> <p>(8) — Subregulation (7) does not prevent —</p> <ul style="list-style-type: none"> — (a) — a charge being laid as a result of the person's evidence and the Chief Officer or Chief — Executive Officer from hearing the charge in accordance with this Division; or — (b) — the Authority taking legal proceedings or assisting in prosecutions or legal proceedings — commenced by another person as a result of that evidence. <p>19 — Notice of decision</p> <p>The person hearing a charge must, within 14 days after making a decision under regulation 16(b) or 17(b), give to the person charged written notice of the decision, including any penalty imposed.</p> <p>20 — Employee charged with criminal offence</p> <p>An employee who has been charged with an offence punishable by a term of imprisonment may be suspended from duty by the Authority until the charge has been determined.</p> <p>21 — Employment and remuneration during period of suspension</p> <p>(1) — An employee who has been suspended from duty under regulation 16(a), 17(a) or 20, may — engage in — remunerative employment, other than with the Authority, during the term of suspension.</p> <p>(2) — All remuneration accruing to an employee in respect of the position from which the employee is — suspended during any period of suspension must be withheld by the Authority unless the Chief — Executive Officer or the Commission orders otherwise.</p> <p>(3) — If the charge in respect of which an employee has been suspended is dismissed, all remuneration — withheld under subregulation (2) must be paid to the employee.</p> <p>(4) — If the charge in respect of which an employee has been suspended is found proven, all remuneration — withheld in accordance with subregulation (2) is forfeited to the Authority unless the Chief Executive — Officer or the Commission orders otherwise.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
Division 2 – Appeals to the Commission Part 3 – Employees			
12	22	Notice of an appeal to the Commission	<p>(1) Subject to subregulation (2); a A person wishing to appeal to the Commission under Part VA of the Act must -</p> <p>(a) lodge a written notice of appeal with the Commission not later than 21 7 days after the person is given notice of a decision described in section 74I of the matter Act against which the notice of appeal is lodged; and</p> <p>(b) give a copy of the notice of appeal to the Authority.</p> <p>(2) Note An application for a remedy for unfair dismissal within the meaning of the Fair Work Act 2009 of the Commonwealth Act may be made in accordance with the Commonwealth that Act.</p>
13	23	Procedures of the Commission	The Commission must ensure that the Authority and the appellant person specified in regulation 12 receive not less than 14 days written notice of the time, date and place at which, and the date on which, the hearing of an appeal will take place.
14	24	Notice of determination of the Commission	After determining an appeal, the Commission must give written notice of its determination to the Authority and the appellant person specified in regulation 12.
	25 - 26		<p>25 Payment on successful appeal against reduction in rank, classification or salary</p> <p>(1) This regulation applies if—</p> <p>(a) an employee appeals to the Commission under section 74I(b) of the Act against a reduction in rank, classification or salary; and</p> <p>(b) the Commission—</p> <p>(i) allows the appeal; or</p> <p>(ii) dismisses the appeal and varies the penalty so that the employee is not subject to a reduction in rank, classification or salary, or is subject to a lesser reduction in rank, classification or salary.</p> <p>(2) The Authority must pay the employee an amount of money which is equivalent to the difference between the remuneration the employee would have received if the decision of the Commission had been made by the Chief Executive Officer under regulation 16 or by the Chief Officer under regulation 17 and the remuneration actually received by the employee from the Authority in respect of the period since the reduction in rank, classification or salary.</p> <p>26 Payment on successful appeal against removal</p> <p>(1) This regulation applies if—</p> <p>(a) an employee appeals to the Commission under section 74I(b) of the Act against removal; and</p> <p>(b) the Commission—</p> <p>(i) allows the appeal; or</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(ii) dismisses the appeal and varies the penalty so that the employee is subject to a reduction in rank, classification or salary in comparison with the employee's rank, classification or salary at the time the charge was laid.</p> <p>(2) The Authority must pay the employee an amount of money that is equivalent to the amount of money that the employee would have received if the decision of the Commission had been made by the Chief Executive Officer under regulation 16 or by the Chief Officer under regulation 17.</p>
Part 4 – Brigades and groups of brigades			
Division 1 - General			
15	27	Application Part does not apply to industry brigades	This Part does not apply to industry brigades created under section 23AA of the Act.
	28	Foundation member of brigade	The requirements set out in rule 4 (2) of Schedule 2 apply to each person who seeks enrolment as a foundation member of a newly formed brigade.
16		Presence at Meetings	<u>For the purposes of this Part, a person may attend a meeting by audio-visual link or audio link.</u>
17	Schedule 2, s. 14 and Schedule 6, s.8	Eligibility to vote Ineligibility to Vote	<p>Schedule 2, s14. Subject to these rules, all members are eligible to vote at brigade meetings.</p> <p>Schedule 6, s8. Not more than 2 delegates of each brigade in the group may vote on any matter arising for determination at the meeting.</p> <p><u>The following members are not eligible to vote at any meeting of a brigade or group of brigades or any election for a brigade officer, an officer of a group or a deputy officer of a group—</u></p> <p><u>(a) a junior member;</u></p> <p><u>(b) a member on probation;</u></p> <p><u>(c) a member on an approved leave of absence;</u></p> <p><u>(d) a member whose enrolment is suspended.</u></p> <p><u>Note</u></p> <p><u>See also regulations 33 and 36.</u></p>
18	29	Decision by majority vote	A decision of a brigade or <u>a group of brigades</u> , whether described as a recommendation, acceptance, advice, determination, appointment or otherwise, must be determined <u>made</u> by a majority <u>vote</u> of persons present and eligible to vote at a properly constituted meeting of the brigade or group <u>of brigades</u> .
19	30	Application for registration of brigades	<p>(1) If it is proposed to apply <u>For the purposes of section 23(1)(b) of the Act, an application</u> to the Authority for registration of a brigade <u>must—</u></p> <p>(a) a public meeting must be held to consider the establishment of a brigade; and <u>be in writing;</u> <u>and</u></p> <p>(b) <u>specify the following matters—</u></p> <p>(i) <u>the name and contact details of the person making the application; and</u></p> <p>(ii) <u>the proposed name of the brigade; and</u></p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(iii) (b) a majority of those present must carry a resolution to apply for the registration of a brigade and the enrolment of proposed officers and members of that brigade <u>the names and contact details of the persons proposed for enrolment as original members of the brigade.</u></p> <p>(2) An application for registration of a brigade must be made to the Authority in the form set out in Schedule 3. <u>In determining whether to approve an application for registration of a brigade, the Authority may consider any matter it considers relevant.</u></p>
20	31	Application for formation or variation of a group of brigades	<p>(1) A group of brigades must <u>may</u> be formed in accordance with rule 23 in Schedule 2 <u>this regulation.</u></p> <p>(2) An application to the Authority for approval for the formation of a group must be in the form set out in Schedule 4. <u>A meeting of a maximum of 2 delegates appointed by each brigade in the area in which the proposed group of brigades would operate must be held to—</u></p> <p>_____ (a) _____ <u>resolve to form a group of brigades; and</u></p> <p>_____ (b) _____ <u>elect officers of the group of brigades.</u></p> <p>(3) An application to the Authority for approval of the variation of the composition of a group must be in the form set out in Schedule 5. <u>At a meeting held under subregulation (2)—</u></p> <p>(a) <u>each brigade delegate has one vote; and</u></p> <p>(b) <u>a majority of votes of delegates present and eligible to vote is sufficient to secure election as officer; and</u></p> <p>(c) <u>if 2 or more candidates receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected as an officer.</u></p> <p>(4) <u>Following a meeting held under subregulation (2), an application</u> to the Authority <u>for approval of the formation of a group of brigades must be made to the Authority in</u> the form set out <u>writing by the secretary of the proposed group of brigades or a delegate who was in</u> Schedule 4 <u>attendance at the meeting.</u></p> <p>(5) (3) <u>An application</u> to the <u>referred to in subregulation (4) must specify the following—</u></p> <p>(a) <u>the proposed name of the group of brigades;</u></p> <p>(b) <u>the proposed brigades to form the group of brigades;</u></p> <p>(c) <u>the officers elected and their positions;</u></p> <p>(d) <u>the date delegates of the brigades met and by a majority of delegates present resolved to form a group of brigades and elect its officers;</u></p> <p>(e) <u>the names of delegates present and their brigades.</u></p> <p>(6) _____ <u>The Authority may approve an application received under subregulation (4).</u></p>
21	31	Application for approval of the variation of a group of brigades	<p>(1) <u>A group of brigades may be varied in accordance with this regulation.</u></p> <p>(2) <u>At a meeting of a group of brigades, the group may resolve to vary the composition of the group.</u></p> <p>31 (3)</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) Following a meeting held under subregulation (2), an application for the variation of the composition of a group of brigades must be in the form set out in Schedule 5. in writing by the secretary of the group of brigades.</p> <p>(4))An application referred to in subregulation (3) must specify the following—</p> <ul style="list-style-type: none"> (a) the name of the group of brigades; (b) the proposed variation; (c) the reason for the variation; (d) the date delegates resolved the variation; (f) the names and brigades of delegates present. (5) The Authority may approve an application received under subregulation (3). <p>(5) The Authority may approve an application received under subregulation (3).</p>
	32	Sufficient members and apparatus to remain in brigade area	The officer in charge of a brigade may authorise specified members and apparatus to leave the brigade area for the purpose of attending a fire if members and apparatus sufficient to protect life and property in the brigade area remain in the brigade area.
22	32	Brigade Constitutions Rules	<p>(1) A brigade, with the approval of the Authority, may—</p> <ul style="list-style-type: none"> (a) adopt rules to govern the internal working and administration and management of the brigade; and (b) amend those rules. adopted under paragraph (a). <p>(2) A rule adopted or amended under subregulation (1) must not be inconsistent with the Act or these Regulations. or any model rules made by the Authority under regulation 24(1)(a).</p> <p>(3) The Authority may disallow or amend any rules that have been adopted by a brigade under subregulation (1) at any time.</p> <p>(4) (3) If a brigade has not adopted any rules under subregulation (1), the rules set out in Schedule 2 made by the Authority under regulation 24(1)(a) apply to the that brigade.</p>
23	34	Group Constitutions Rules for groups of brigades	<p>(1) A group of brigades may, with the approval of the Authority—</p> <ul style="list-style-type: none"> (a) adopt rules to govern the internal working and administration and management of the group of —brigades; and (b) amend those rules. adopted under paragraph (a). <p>(2) A rule adopted or amended under subregulation (1) must not be inconsistent with the Act or these Regulations. or any model rules made by the Authority under regulation 24(1)(b).</p> <p>(3) The Authority may disallow or amend any rules that have been adopted by a group of brigades under subregulation (1) at any time.</p> <p>(4) (3) If a group of brigades has not adopted any rules under subregulation (1), the rules set out in Schedule 6 made by the Authority under regulation 24(1)(b) apply to the that group.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
24		Model Rules	<p>(1) Subject to the Act and these Regulations, the Authority may make model rules which govern the administration and management of—</p> <p>(a) brigades; and</p> <p>(b) groups of brigades.</p> <p>(2) Before making model rules under subregulation (1), the Authority must—</p> <p>(a) publish a draft of the proposed model rules on the Internet site of the Authority for not less than 6 months; and</p> <p>(b) provide an opportunity for members to make comments and submissions on the proposed model rules.</p> <p>(3) (3) Subregulation (2) applies to the making of model rules from 2 February 2026.</p>
25	35	Uniforms and equipment	<p>(1) Subject to subregulation (2), a member of a brigade who is in possession of any uniform or personal protective clothing belonging to the Authority must return that uniform or personal protective clothing to the Authority on leaving or retiring from the brigade.</p> <p>(2) (1) A member of a brigade who is in possession of a uniform and has served as a member of one or more brigades for an aggregate of 20 years or more may retain the uniform on leaving or retiring from the brigade.</p> <p>(3) (2) Despite subregulation (1),(2), the Chief Officer may direct a member of a brigade who is in possession of a person to return any uniform or equipment belonging to the Authority must return the uniform or equipment to the Authority on leaving or retiring from the brigade. if—</p> <p>(a) the person has had their enrolment cancelled; or</p> <p>(b) the Chief Officer considers that the person is not a fit and proper person.</p>
DIVISION B - MEMBERSHIP			
26	Sch 2, s3	Categories of membership	<p>A brigade may have the following categories of members—</p> <p>(a) general senior members;</p> <p>(b) junior members.</p>
27	Sch. 2, s4	Criteria for senior general membership	<p>(1) This rule applies to a person's eligibility—</p> <p>(a) to join, or to transfer to, a brigade as a senior general member; or</p> <p>(b) to remain a senior member of a brigade.</p> <p>(2) A person is eligible if—</p> <p>(a) the person is capable of performing the functions and duties of a member of the brigade without endangering the person's own safety or the safety of others; and</p> <p>(b) the person is 16 years of age or more; and</p> <p>(c) the person is reasonably available to carry out the functions and duties of a member of a brigade; and</p> <p>(d) the person is a fit and proper person to be a member.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(3) <u>The Authority may waive the requirement in subregulation (2)(b) if it considers that special circumstances exist.</u>
28	Sch.2, s7	<u>Criteria for Junior Membership</u> Junior Members	(1) A person who is aged 11 years or more, but less than 16 years, is eligible to be enrolled as a junior member of a brigade. (2) <u>A junior member —</u> (a) (3) is not entitled to vote at brigade meetings or stand for election as an officer of a brigade or group; and (b) (4) may undertake activities including social activities, sporting activities, community service, fundraising and training in first aid and practical skill's and (c) (5) Must not attend a fire or other emergency. (2) Rule 4 applies to a junior member applying for enrolment as a senior member of a brigade.
29	36 and Sch 7.	<u>Application for enrolment as a member</u> Applications <i>Note Sch. 7 outlines the application form only</i>	(1) This regulation applies to applications — (a) for enrolment as a member of a brigade; or (b) to transfer membership from one brigade to another brigade; or (c) by a junior member to join a brigade as a senior member. (1) <u>A person eligible to apply to join a brigade as a senior member general member under regulation 27 or a junior member under regulation 28 may apply to the Authority for that membership.</u> (2) An application must be in the form set out in Schedule 7 and be submitted to the relevant brigade <u>under subregulation (1) must be in writing and specify —</u> (a) <u>The name of the brigade the applicant wishes to join; and</u> (b) <u>The category of membership being applied for; and</u> (c) <u>Details of the proposed member, including family and given names, home address, postal address, telephone number and email address; and</u> (d) <u>Details of any relevant medical conditions; and</u> (e) <u>Details of any current or past member of brigades.</u> (3) — For the purposes of subregulation (2), in the case of an application referred to in subregulation (1) (b), the relevant brigade is the brigade to which the member is seeking to transfer. (4) An application <u>under subregulation (1) to join a brigade as a member under the age of 18 (whether as a general member or as a junior member or otherwise)</u> must be accompanied by the written consent of a parent or guardian of the applicant. (5) — If the brigade approves an application, the brigade must apply to the Authority to enrol the applicant in accordance with the application. (6) — The Authority may waive the requirement in rule 4(2) (b) of Schedule 2 in relation to senior membership of a brigade if it considers that special circumstances exist.

2025 Reference	2014 Reference	Clause Heading	Wording
30	Sch 7	<p>Application for transfer between brigades</p> <p><i>Note Sch. 7 outlines the application form only</i></p>	<p>An application, by a member to transfer membership from one brigade to another brigade must apply be made to the Authority in writing and specify—</p> <p>(a) the applicant’s name, address and membership number; and</p> <p>(b) the name of the applicant’s current brigade and the name of the brigade the applicant is seeking to transfer to; and</p> <p>(c) details of any relevant medical conditions that the applicant has not previously notified the Authority of.</p>
31		<p>Application for general membership by a junior brigade</p>	<p>(1) A junior member who has attained the age of 16 years or more may apply in writing to the Authority to join a brigade as a general member.</p> <p>(2) An application, made under subregulation (1) must specify—</p> <p>(1) the applicant’s name, address and membership number; and</p> <p>(2) the name and number of the brigade that the applicant wishes to join.</p> <p>(3) An application under subregulation (1) to join a brigade as a member under the age of 18 must be accompanied by the written consent of a parent or guardian of the applicant.</p>
32	37	<p>Enrolment of volunteers</p>	<p>(1) A person is not a member of a brigade unless the person is enrolled by the Authority as a member of the brigade.</p> <p>(2) The Authority may, in respect of a person who is enrolled as a member of a brigade, limit the duties for which the person is enrolled to those specified by the Chief Officer if the Authority considers that the person has become physically incapable of performing all the duties of a member without endangering the safety of others, but is capable of performing the duties specified by the Chief Officer.</p> <p>(3) The authority may refuse to enrol a person as a member of a brigade if the Authority—</p> <p>(a) Requires the person to undergo a medical examination and the person fails the examination or refuses to take the examination; or</p> <p>(b) Considers that the person is not a fit and proper person to be a member of the brigade; or</p> <p>(c) Is satisfied that some other reasonable ground exists to refuse enrolment.</p> <p>(1) Subject to approval by the brigade referred to in a person’s application, the Authority may enrol the person —</p> <p>(a) as a general member of the brigade if the person meets the eligibility criteria specified in regulation 27; or</p> <p>(b) as a junior member of the brigade if the person meets the eligibility criteria specified in regulation 28.</p> <p>(2) A brigade may delegate the approval of a person’s application to a brigade management team.</p> <p>(3) (2) Despite regulation 27(2), the Authority may enrol a person for the functions and duties specified by the Chief Officer if the Authority considers that the person is not physically or medically-capable of performing all the duties of a member without endangering the person’s own safety or the safety of others, but is capable of performing the duties specified by the Chief Officer</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(4) (3) the Authority may, in respect of a person who is enrolled as a member of a brigade, limit the <u>functions and</u> duties for which the person is enrolled to those specified by the Chief Officer if the Authority considers that the person has become physically <u>or medically</u> incapable of performing all the duties of a member without endangering the <u>person's own safety or the</u> safety of others, but is capable of performing the duties specified by the Chief Officer.</p> <p>(5) The Authority may refuse to enrol a person as a member of a brigade if the Authority —</p> <p>(a) requires the person to undergo a medical examination and the person fails the examination or refuses to take the examination; or</p> <p>(b) considers that the person is not a fit and proper person to be a member of the brigade; or</p> <p>(c) is satisfied that some other reasonable ground exists to refuse enrolment.</p>
33	38	Probationary membership period	<p>(1) Unless the Authority otherwise determines, the enrolment by the Authority of a person as a member of a brigade will be <u>is probationary for the first</u> be for a probation period of 6 months.</p> <p>(2) A person transferring from one brigade to another brigade, who is not <u>already</u> on probation as a member of the first mentioned brigade, may apply to the Authority to waive <u>have</u> the period of probation referred to in subregulation (1); waived.</p> <p>(3) The Authority may vary the probation period before the expiry of the probation period.</p>
34	39	Cancellation of enrolment of a member on probation	The Authority may cancel the enrolment of a member on probation if the Authority receives <u>advice a request</u> from the brigade; not less than 7 days before the expiry of the probation period, that the member is not a fit and proper person to be a member.
35	40	Resignation	<p>(1) A member of a brigade who wishes to resign from the a brigade must notify the secretary of the brigade <u>in writing or the Authority.</u></p> <p>(2) The secretary of a A brigade who that receives notification of the resignation of a member of the brigade must notify the Authority.</p>
Division 3 Election of officers of volunteer brigades in groups			
	41	Election of Officers	<p>(1) For If the purposes of section 25(1) Authority receives notification of the Act— (resignation of a) member, the prescribed manner for election of officers of a volunteer Authority must notify the member's brigade is set out in Schedule 8; and: (b) the prescribed period of office of those officers is set out in clauses 4 and 5 of Schedule 8.</p> <p>(2) For the purposes of section 25(1) of the Act— (a) the prescribed manner for election of group officers of a group of brigades is set out in Schedule 9; and (b) the prescribed period of office of those group officers is set out in clauses 4 and 5 of Schedule 9.</p>
36		Leave of Absence	(1) <u>A member who wishes to take a leave of absence must notify their brigade in writing.</u>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(2) A brigade that receives a written request for a leave of absence for 6 months or more must seek the approval of the Chief Officer.</p> <p>(3) An approved leave of absence must not be counted in determining a member's length of service with the Authority.</p>
37		Cancellation of Enrolment	<p>(1) The Authority may cancel the enrolment of a member if the Authority receives a request and sufficient evidence from the member's brigade that the member, for at least 12 months—</p> <p>(a) has been absent without leave; or</p> <p>(b) has not demonstrated sufficient interest in performing their functions as a member.</p> <p>(2) The Authority may cancel the enrolment of a member if it is satisfied that—</p> <p>(a) the member is no longer a fit and proper person to be enrolled as a member and the member has been afforded procedural fairness; or</p> <p>(b) the continued enrolment of the member could bring the Authority into disrepute.</p>
38	42	Physical and medical fitness	<p>(1) The Chief Officer may, from time to time, require a member to undergo a medical examination or test to determine—</p> <p>(a) the member's physical fitness or medical capability; or</p> <p>(b) the physical ability or medical capability of a member person to perform tasks in relation to which the functions and duties of a member is, or is to be, enrolled.</p> <p>(2) A medical examination or test under subregulation (1) is to be conducted—</p> <p>(a) by a person specified by the Chief Officer; and</p> <p>(b) in relation to the brigade functions and duties specified by the Chief Officer; and</p> <p>(c) at the Authority's expense.</p> <p>(3) IfThe Chief Officer may suspend a member's enrolment if the member unreasonably fails refuses—</p> <p>(a) to undergo the medical examination or test as directed by the Chief Officer; or</p> <p>(b) to submit to the Chief Officer a medical certificate in relation to the examination or test—.</p> <p>(4) A member suspended under subregulation (3) remains suspended until the Chief Officer may suspend a member from is satisfied the member's brigade until the member has undergone a medical examination or test is undergone or the submitted a medical certificate is submitted. (as the case requires).</p> <p>(45) If a member knows, or becomes aware, of a matter which would significantly affect the member's capacity to perform the their duties of or functions as a member in respect of which the member is enrolled, the member must, as soon as practicable, advise the Chief Officer of the matter.</p> <p>(56) The failure of a member to comply with subregulation (45) does not disqualify the member from receiving compensation under these Regulations.</p>
39	43	Training	A member must comply with the training requirements determined by the Authority Chief Officer.
40		Subcategory of membership	<p>(1) The Chief Officer may—</p> <p>(a) establish subcategories of membership; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(b) specify the criteria applicable to each sub-category of membership; and</p> <p>(c) specify the functions to be performed by members allocated to each subcategory of membership.</p> <p>(2) The Chief Officer may allocate a general member to one or more subcategories of membership established under subregulation (1).</p>
Division 3 – Elections			
Subdivision 1 – Electronic Voting			
41	44	Electronic Voting	<p>(1) The Authority may approve a system to enable electronic voting for the election of officers of brigades or groups of brigades under this Division.</p> <p>(2) The Authority must not approve a system for electronic voting unless the Authority is satisfied that the system will—</p> <p>(a) prevent any member, in the capacity of a member, from ascertaining the vote of another member; and</p> <p>(b) prevent a person from voting more than once in any matter; and</p> <p>(c) comply with the requirements of these Regulations.</p> <p>(3) A brigade is guilty of an offence if the member—or group of brigades may decide by resolution prior to an election to use the system approved by the Authority for an election conducted under this Division.</p>
Subdivision 2 – Elections of officers of brigades			
42	41 Schedule 8	Eligibility to stand for election - brigades	<p>(1) A person is not eligible to stand for election as an officer of a brigade (including the office position of captain) unless if—</p> <p>(a) the person is a general member, other than a junior member, of the brigade whose duties—as an enrolled member are; and</p> <p>(b) their enrolment is not limited under regulation 37(3).suspended.</p> <p>(2) A member of a brigade is not eligible to stand for the office position of captain of a brigade unless—</p> <p>(a) the member has served as an officer of a brigade for 2 years or more; and</p> <p>(b) the member has met the competencies requirements specified by the Chief Officer as requirements for that office position.</p> <p>(3) The Authority Chief Officer may waive the requirements in subrule subregulation (2).</p> <p>(4) A member of a brigade is not eligible to stand for the office position of lieutenant of the brigade unless—</p> <p>(a) the member has met the competencies requirements specified by the Chief Officer as requirements for that office position; or</p> <p>(b) the Authority Chief Officer waives the requirement requirements in paragraph (a).</p>

2025 Reference	2014 Reference	Clause Heading	Wording
43	Schedule 8	Election of brigade officers	<p>(1) The Authority must determine which brigades must hold elections for brigade officers in years designated by—</p> <p>(a) an odd number; or</p> <p>(b) an even number.</p> <p>(2) A brigade must hold an election for brigade officers in the month and the year determined by the Authority for the brigade.</p> <p>(3) A majority of votes of members present and eligible to vote is sufficient to secure election.</p> <p>(4) If the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must— call for a second vote.</p> <p>(a) call for a (5) If in the second vote; and</p> <p>(b) if the highest number of votes is received by 2 or more candidates who receive an equal number of votes on the second vote,, the person presiding at the meeting must draw lots to determine who is to be declared elected.</p>
44	Schedule 2	Seniority of officers of brigades	Each brigade must determine the relative seniority of the officers of that brigade.
45	Schedule 8	Brigade delegates	<p>(1) Each brigade in a group of brigades may, from time to time, elect delegates to represent the brigade at meetings of the group.</p> <p>(2) Each delegate must be elected separately by the brigade, with a majority of votes of members present and eligible to vote being sufficient to secure election.</p> <p>(3) If the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected.</p> <p>(4) At a meeting of a group of brigades, not more than a maximum of 2 delegates of from each brigade in the group may vote on any matter arising for determination at the meeting.</p>
46	Schedule 2	Term of office	<p>(1) Subject to rule 5; subregulation (2) and regulation 47, the term of office for an officer of a brigade holds office for is 2 years, commencing on the next 1 July next following the officer's election.</p> <p>(2) If, at the expiration of the term of office of an officer of a brigade, no person has been elected to that office in accordance with this Schedule position, the term of office of the that officer of the brigade is extended until a person is elected to that office position in accordance with this Schedule these Regulations.</p>
47	Schedule 2	Casual vacancies	<p>(1) This clause regulation applies if, before an officer of a brigade's the term of office expires, the officer—</p> <p>(a) resigns from office the position or is disqualified from holding office the position; or</p> <p>(b) ceases to be a volunteer member.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(2) The brigade must, as soon as is practicable after receiving notice of a matter referred to in subclause subregulation (1), elect a member to replace the officer.</p> <p>(3) A member elected under subclause subregulation (2) holds office for the remainder of the term of office of the replaced officer.</p>
48	Schedule 8	Notification of the Authority	The secretary or captain of a brigade must notify the Authority of the result of an election of officers of the brigade within 7 days after the election.
Subdivision 3 – Election of officers of groups of brigades			
49	Schedule 9	Eligibility to stand for election - groups	<p>(1) A person is not only eligible to stand for election as an officer of a group of brigades (including the office of a group officer) unless the if—</p> <p>(a) the person is a general member, other than a junior member, of a brigade whose duties as an enrolled member are not limited under regulation 37(3)-; and</p> <p>(b) their enrolment is not suspended.</p> <p>(2) A person is not eligible to stand for election to the office position of group officer of a group of brigades unless the person member has served as an officer of a brigade or as a met the requirements specified by the Chief Officer as requirements for that position.</p> <p>(3) A person is not eligible to stand for election to the position of deputy group officer for 2 years or more officer of a group of brigades unless the member has met the requirements specified by the Chief Officer as requirements for that position.</p> <p>2 (4) The Chief Officer may waive the requirements in subregulations (2) and (3).</p>
50	Schedule 9	Elections of officers of the group of brigades	<p>(1) The Authority must determine which groups of brigades must hold elections for officers of the group of brigades in years designated by—</p> <p>(a) an odd number; or</p> <p>(b) an even number.</p> <p>(2) A group of brigades must hold an election for officers of a the group in the month and the year determined by the Authority for the group.</p> <p>(3) A majority of votes of delegates present and eligible to vote is sufficient to secure election.</p> <p>(4) If the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must— call for a second vote.</p> <p>(a) call for a 5) If in the second vote; and</p> <p>(b) if the highest number of votes is received by 2 or more candidates who receive an equal number of votes on, the second vote, person presiding at the meeting must draw lots to determine who is to be declared elected.</p>
51	Schedule 9	Deputy group officers of the group	Each group of brigades must determine the relative seniority of its deputy group officers of that group.

2025 Reference	2014 Reference	Clause Heading	Wording
52	Schedule 9	Term of office	<p>(1) Subject to clause 5, subregulation (2) and regulation 53, the term of office for an officer of a group holds office for of brigades is 2 years, commencing on the next 1 July next following the officer's an election.</p> <p>(2) If, at the expiration of the term of office of an officer of a group of brigades, no person has been elected to that office in accordance with this Schedule position, the term of office of the that officer of the group is extended until a person is elected to that office position in accordance with this Schedule these Regulations.</p>
53	Schedule 9	Casual vacancies	<p>(1) This clause regulation applies if, before the expiration of an officer's a term of office, an expires, the officer of a group of brigades—</p> <p>(a) resigns from office the position or is disqualified from holding office the position; or</p> <p>(b) ceases to be a volunteer member.</p> <p>(2) The group of brigades must, as soon as is practicable after receiving notice of a matter referred to in subclause subregulation (1), elect a member to replace the officer.</p> <p>(3) A member elected under subclause subregulation (2) holds office for the remainder of the term of office of the replaced officer.</p>
54	Schedule 9	Notification of the Authority	The An officer of a group of brigades or secretary of a group of brigades must notify the Authority of the result of an election of officers of the group within 7 days after the election.
Division 4 – Disciplinary action			
Subdivision 1 – Grounds for disciplinary action			
55		Grounds for disciplinary action	<p>Each of the following is a ground for disciplinary action against a member of a brigade—</p> <p>(a) the member has contravened the Act or these Regulations;</p> <p>(b) if a brigade or group of brigades has contravened section 20A(2) of the Act, the member was involved in a that contravention of section 20A(2) of the Act by a brigade or group; or;</p> <p>(b) is (c) if an association of persons has contravened section 26 of the Act, the member was involved in the that contravention of section 26 of the Act by an association of persons; or;</p> <p>(c) contravenes (d) the member has contravened a condition of their enrolment;</p> <p>(e) the member has contravened a direction of the Chief Officer given under section 30(1) of by the Act; or Chief Officer;</p> <p>(d) commits an act of (f) the member has engaged in misconduct; or</p> <p>(e) is (g) the member has been negligent in the discharge of performing their duties;</p> <p>(h) the member, in performing their duties, has failed to meet the standard of competence or efficiency reasonably expected of a member of a brigade.</p>
56		Chief Officer may authorise persons to	56 Chief Officer may authorise persons to conduct disciplinary processes

2025 Reference	2014 Reference	Clause Heading	Wording
		conduct disciplinary processes	<p>(1) The Chief Officer may authorise a person to undertake a disciplinary investigation into the conduct of a member of a brigade.</p> <p>(2) The Chief Officer may authorise a person to determine the outcome of a disciplinary Investigation into the conduct of a member of a brigade.</p> <p>(3) The Chief Officer may authorise a person to hear and determine a matter relating to the conduct of a member of a brigade.</p>
Subdivision 2 - Interim restriction of duties or suspension			
57		Interim restriction of duties or suspension	<p>(1) The Chief Officer may restrict a member of a brigade from performing specified duties if the Chief Officer believes that—</p> <p>(a) the member may have engaged in conduct that is a ground for disciplinary action; and</p> <p>(b) the restriction of duties is appropriate in the circumstances.</p> <p>(2) The Chief Officer may suspend the enrolment of a member of a brigade if the Chief Officer believes that—</p> <p>(a) the member may have engaged in conduct that is a ground for disciplinary action; and</p> <p>(b) the suspension is appropriate in the circumstances.</p> <p>(3) The Chief Officer must give written notice of an interim restriction or interim suspension to the member.</p>
58		Duration of interim restriction or suspension	<p>An interim restriction or interim suspension continues in force until whichever of the following occurs first—</p> <p>(a) the Chief Officer revokes the restriction or suspension;</p> <p>(b) a referring officer decides under regulation 62(2)(a) that no further action is required in relation to the member's duties, or conduct;</p> <p>(f) is inefficient (c) a hearing officer makes a determination under regulation 67 in relation to the member's conduct.</p>
59	45	Review of interim restrictions	<p>(1) If, within 60 days after issuing an interim restriction or interim suspension, a disciplinary investigation has not yet been completed into the member's control, or conduct, the Chief Officer must review the restriction or suspension to determine whether it should continue in force.</p> <p>(g) is guilty of disgraceful or improper conduct.</p> <p>(2) After reviewing an interim restriction or interim suspension under subregulation (1), the Chief Officer may—</p> <p>(a) continue the restriction or suspension; or</p> <p>(b) in the case of an interim restriction, vary the restriction; or</p> <p>(c) revoke the restriction or suspension.</p> <p>(3) Within a reasonable period after making a decision under subregulation (2), the Chief Officer must give written notice of the decision and the reasons for that decision to the member.</p> <p>(4) Nothing in this regulation prevents the Chief Officer from reviewing an interim restriction or interim suspension at any other time.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
Subdivision 3—Investigation			
60		Investigation of member's conduct	<p>(1) If the Chief Officer believes that a member of a brigade may have engaged in conduct that is a ground for disciplinary action, the Chief Officer or a person who is authorised under regulation 56(1) may investigate the member's conduct.</p> <p>(2) On issuing an interim restriction or interim suspension to a member of a brigade, the Chief Officer must—</p> <p>(a) investigate the conduct that led to the issuing of the restriction or suspension; or</p> <p>(b) refer the conduct that led to the issuing of the restriction or suspension to a person who is guilty of an offence authorised under regulation 44 may 56(1) for investigation.</p>
61		Conduct a discipline investigation	<p>(1) A disciplinary investigation must be completed as soon as practicable.</p> <p>(2) For the purposes of conducting a disciplinary investigation, the investigator, by written notice, may request a person to give information specified in the notice to the investigator.</p>
62		Outcome of disciplinary investigation	<p>(1) As soon as practicable after completing a disciplinary investigation, the investigator, in writing, must give the results of the investigation to a referring officer, including any evidence collected by the investigator that may be relevant to determining whether the member engaged in conduct that is a ground for disciplinary action.</p> <p>(2) A referring officer who receives the results of a disciplinary investigation under subregulation (1) must—</p> <p>(a) if the referring officer reasonably believes that the member has not engaged in conduct that is a ground for disciplinary action, decide that no disciplinary action is required; or</p> <p>(b) if the referring officer reasonably believes that the member has engaged in conduct that is a ground for disciplinary action, refer the matter to a hearing officer for a disciplinary hearing.</p> <p>(3) A referring officer who makes a decision under subregulation (2) in respect of a disciplinary investigation must not be the same person who completed that disciplinary investigation.</p> <p>(4) A referral under subregulation (2)(b) must be in writing and specify—</p> <p>(a) the proposed ground for disciplinary action; and</p> <p>(b) details of the alleged conduct of the member.</p> <p>(5) A referring officer who makes a referral under subregulation (2)(b) must give a copy of that referral to—</p> <p>(a) the member; and</p> <p>(b) if the referring officer is a person who is authorised under regulation 56(2), the Chief Officer.</p>
Subdivision 4 - Disciplinary hearing and determination			
63		Hearing officers	<p>A hearing officer who conducts a disciplinary hearing in respect of a member's conduct must not be the same person who—</p> <p>(a) completed the disciplinary investigation into that conduct; or</p> <p>(b) referred that conduct to the hearing officer for the disciplinary hearing.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
64		Date for discipline hearing	<p>(1) On receiving a referral under regulation 62(3)(b), the hearing officer must determine the date, time and place for hearing and determining the matter.</p> <p>(2) The hearing officer must give written notice of the date, time and place of the disciplinary hearing to—</p> <ul style="list-style-type: none"> (a) the member who is the subject to of the hearing; and (b) the referring officer. <p>(3) Subject to subregulation (4), the date for the disciplinary hearing must be at least 28 days after written notice of the hearing is given under subregulation (2).</p> <p>(4) If the member consents, the date for the disciplinary hearing may be within 28 days after written notice of the hearing is given under subregulation (2).</p>
65		Evidence for disciplinary hearing	<p>At least 14 days before a disciplinary hearing, the referring officer must give any evidence that may be relevant to determining whether the member engaged in conduct that is a ground for disciplinary action to—</p> <ul style="list-style-type: none"> (a) the member who is the subject of the hearing; and (b) the hearing officer.
66		Conduct of hearing	<p>(1) Subject to these Regulations and any guidelines issued under subregulation (6), the hearing officer may determine the procedure of a disciplinary hearing, including whether any person may attend the hearing by audio link or audio visual link.</p> <p>(2) Before a disciplinary hearing—</p> <ul style="list-style-type: none"> (a) the hearing officer may invite written submissions from— <ul style="list-style-type: none"> (i) the member who is the subject of the hearing; and (ii) the referring officer; and (iii) any other person whose submissions the hearing officer considers relevant for determining the matter; and (b) if the member consents, the hearing officer may determine the matter on the basis of written submissions. <p>(3) At a disciplinary hearing—</p> <ul style="list-style-type: none"> (a) the member who is the subject of the hearing is entitled to be present, to make submissions and to be represented; and (b) the hearing officer must conduct the hearing with as little formality and technicality as the requirements of this Division and the proper consideration of the matter permit; and (c) the hearing officer is not bound by rules of evidence but may inform themselves in any way the hearing officer thinks fit; and (d) the hearing officer is bound by the rules of procedural fairness. <p>(4) Despite subregulation (3)(a), the hearing officer may conduct a disciplinary hearing without the presence or submissions of the member who is the subject of the hearing if the member is given a reasonable opportunity to make submissions and attend the hearing.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(5) The hearing officer may adjourn a disciplinary hearing if the hearing officer considers it necessary in the circumstances to do so.</p> <p>(6) From time to time, the Chief Officer may issue guidelines relating to the procedure of a disciplinary hearing.</p>
67		Determination of matter and disciplinary action	<p>(1) After conducting a disciplinary hearing, including a hearing on written submissions only, the hearing officer must—</p> <p>(a) if the hearing officer finds that the member has engaged in conduct that is a ground for disciplinary action, take one or more of the disciplinary actions specified in subregulation (2) against the member; or</p> <p>(b) determine that no further action is required.</p> <p>(2) The specified disciplinary actions are the following penalties—</p> <p>(a) an admonition;</p> <p>(b) a to reprimand the member;</p> <p>(b) to reduce the rank of the member;</p> <p>(c) a reduction in rank;</p> <p>(d) a reduction in classification;</p> <p>(e) removal to remove the member from an office a position—</p> <p>(i) that the member holds in a brigade or group of brigades; and</p> <p>(ii) to which the member was elected or appointed and appointment to another office in the brigade;</p> <p>(f) suspension (d) to impose specified conditions on the enrolment of membership of the brigade the member, including a condition that—</p> <p>(i) restricts the member from performing specified duties for a specified period; or</p> <p>(ii) requires the member to complete specified training within a specified period;</p> <p>(e) to restrict the member from holding a specified position in a brigade or group of brigades for a specified period;</p> <p>(f) to suspend the enrolment of the member for a specified period;</p> <p>(g) a to recommend to the Authority that the Authority cancel the enrolment of the member.</p> <p>(3) If a hearing officer makes a finding referred to in subregulation (1)(a), the hearing officer may invite the member or the member's representative to make submissions about the disciplinary action to be taken against the member.</p> <p>(4) If a hearing officer recommends to the Authority that the Authority cancel the enrolment of a member, the hearing officer must suspend the member's enrolment.</p> <p>(5) A suspension under subregulation (4) continues in force until whichever of the following occurs first—</p> <p>(a) the Appeal Panel varies or revokes the hearing officer's recommendation to the Authority that the enrolment of the member be cancelled.;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
	46	Investigation	<p>(1) The Chief Officer may appoint an employee or other person as an investigator to gather information concerning the circumstances which may have given rise to an offence under regulation 44.</p> <p>(2) Without limiting subregulation (1), an investigator must, as soon as practicable after commencing an investigation, give a written report on the circumstances to the person responsible for determining whether a charge should be laid in relation to those circumstances.</p>
	47	Suspension	<p>(1) At any time before the Chief Officer has caused an investigation to be conducted under regulation 46(1), the Chief Officer or an officer of the Authority nominated by the Chief Officer for the purpose may suspend the member from the member's brigade until the investigation report concerning the member has been given under regulation 46(2).</p> <p>(2) At any time after the Chief Officer has caused an investigation to be conducted under regulation 46(1), an officer of the Authority nominated by the Chief Officer for the purpose may suspend the member from the member's brigade until—</p> <p>(a) the time for the laying of a charge under regulation 48(2) has expired; or</p> <p>(b) if a charge is laid, the charge has been dismissed or found proven in accordance with regulation 49(3); or</p> <p>(c) if an appeal has been made to the Appeal Panel, the chairperson of the Authority has given the appellant written notice of the Appeal Panel's (b) the Authority makes a decision in relation to the cancellation of the member's enrolment. Within 28 days after a hearing officer makes a determination.</p>
	48	Laying of charges	<p>(1) The officer in charge of a brigade or an officer of the Authority nominated for the purpose by the Chief Officer may lay a charge for an offence under regulation 44.</p> <p>(2) A charge for an offence must be laid against a member within the prescribed period after the day on which the written investigation report is given under regulation 46(2).</p> <p>(3) The officer who lays the charge must give to the member charged a copy of the charge setting out the circumstances of the alleged offence.</p> <p>(4) In subregulation (2), prescribed period means—</p> <p>(a) 30 days; or</p> <p>(b) any other period not exceeding 60 days that the Chief Officer determines.</p>
	49	Hearing	<p>(1) The Chief Officer must, not less than 21 days before the day set for the hearing of a charge, give written notice of the time, date and place of under this regulation, the hearing to—officer must give written notice of the determination to the member:</p> <p>(a) the member charged; and</p> <p>(b) the officer who laid the charge.</p> <p>(2) The officer who laid the charge must, not less than 14 days before the day set for the hearing of the charge, ensure that a copy of the investigation report given under regulation 46(2) is delivered to both the member charged and the Chief Officer.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) The Chief Officer must hear the charge (unless the Chief Officer decides to dismiss the charge without a hearing) and—</p> <p>(a) dismiss the charge; or</p> <p>(b) find the charge proven and impose one or more of the penalties referred to in regulation 45.</p>
	50	Hearing of charges	<p>(1) At the hearing of a charge the person charged may be—</p> <p>(a) self-represented; or</p> <p>(b) represented by another person.</p> <p>(2) The member charged may call, examine and cross-examine witnesses and make submissions.</p> <p>(3) The Chief Officer is not bound by the rules of evidence and must be informed by the best evidence available.</p> <p>(4) The Chief Officer must—</p> <p>(a) ensure procedural fairness; and</p> <p>(b) in making a decision, have regard to the interests of justice and fairness.</p> <p>(5) Subject to these Regulations, the Chief Officer may conduct the hearing in any manner the Chief Officer reasonably thinks fit.</p> <p>(6) The Chief Officer may adjourn a hearing if the Chief Officer considers it necessary.</p> <p>(7) The Chief Officer must not discriminate against a person on the basis of evidence given by the person at the hearing of a charge or at an appeal under this Division.</p> <p>(8) Subregulation (7) does not prevent—</p> <p>(a) a charge being laid as a result of the person's evidence and the Chief Officer from hearing the charge in accordance with this Division; or</p> <p>(b) the Authority taking legal proceedings or assisting in prosecutions or legal proceedings commenced by another person as a result of that evidence.</p>
	51	Notice of decision	<p>The Chief Officer must, within 14 days after making a decision under regulation 49(3), give to the member charged written notice of the decision, including any penalty imposed.</p>
Subdivision 5 - Appeals			
68	52, 53	Appeal Panel	<p>For the purposes of this Division there is established (1) There is an Appeal Panel that is constituted by—</p> <p>(a) the chairperson of the Authority; and</p> <p>(b) a member of the Authority two persons who are nominated by the chairperson of the Authority; and</p> <p>(c) a (b) one person who is nominated by Volunteer Fire Brigades Victoria Inc Incorporated.</p> <p>(2) An officer or employee of the Authority is ineligible to be nominated to the Appeal Panel.</p> <p>(3) One of the persons referred to in subregulation (1)(a) is to be the chairperson of the Appeal Panel.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
69		Appeal of determination to take disciplinary action	<p>(1) A member of a brigade may appeal to the Appeal Panel against a decision of the Chief Officer or a penalty imposed by the Chief Officer, or both, under regulation 49(3).</p> <p>(2) Notice of an appeal to the Appeal Panel must be against—</p> <p>(a) in writing; and</p> <p>(a) a finding under regulation 67 that the member has engaged in conduct that is a ground for disciplinary action; or</p> <p>(b) lodged with the disciplinary action that is taken against the member under regulation 67.</p> <p>(2) An appeal under subregulation (1) must be made no later than 28 days after the member receives notice of the determination under regulation 67.</p> <p>(3) An appeal under subregulation (1) must—</p> <p>(a) be in the form approved by the chairperson of the Authority; and</p> <p>(b) set out the reasons for the appeal and the outcome sought by the appellant.</p> <p>(4) An appeal under subregulation (1) does not later than 14 days after the member has been given notice of the decision affect the operation of the Chief Officer determination under regulation 51 67 or prevent the taking of disciplinary action under that regulation.</p>
70	54, 55	Dismissal of appeal	<p>(1) The Appeal Panel—</p> <p>(a) may, from time to time, determine the time and place at which appeals are to be heard; and</p> <p>(b) must ensure that, in respect of each may dismiss an appeal, the Chief Officer and the appellant receive not less than 14 days written notice of the time, date and place at which the hearing of without a hearing if it is satisfied that the appeal will take place is frivolous or vexatious.</p> <p>An appeal to the (2) Within 28 days after dismissing an appeal under subregulation (1), the chairperson of the Appeal Panel must give written notice of the dismissal to—</p> <p>(a) the appellant; and</p> <p>(b) the hearing officer who made the determination that was subject to appeal; and</p> <p>(c) the Chief Officer.</p>
71	56	Notice of appeal hearing	<p>(1) The Appeal Panel must determine the date, time and place for hearing an appeal.</p> <p>(2) The chairperson of the Appeal Panel must give written notice of the date, time and place of the hearing of an appeal to—</p> <p>(a) the appellant; and</p> <p>(b) the hearing officer who made the determination that is subject to appeal; and</p> <p>(c) the Chief Officer.</p> <p>(3) Subject to subregulation (4), the date for the hearing of the appeal must be by way of a re-hearing at least 28 days after written notice of the hearing is given under subregulation (2).</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(4) If the member consents, the date for the hearing of the appeal may be within 28 days after written notice of the hearing is given under subregulation (2).
72	57	Conduct of appeal	<p>(1) At a hearing of an appeal, the appellant may be—</p> <p>(a) self-represented; or</p> <p>(b) represented by another person.</p> <p>(1) Subject to these Regulations and any guidelines issued under subregulation (6), the Appeal Panel may determine the procedure of the hearing of an appeal, including whether any person may attend the hearing by audio link or audio visual link.</p> <p>(2) The Before the hearing of an appeal—</p> <p>(a) the Appeal Panel may invite written submissions from—</p> <p>(i) the appellant may call, examine; and cross-examine witnesses</p> <p>(ii) the hearing officer who made the determination that is subject to appeal; and make</p> <p>(iii) the Chief Officer; and</p> <p>(iv) any other person whose submissions. the Appeal Panel considers relevant for determining the appeal; and</p> <p>(b) if the appellant consents, the Appeal Panel may determine the appeal on the basis of written submissions.</p> <p>(3) The At the hearing of an appeal—</p> <p>(a) the appellant is entitled to be present, to make submissions and to be represented; and</p> <p>(b) the Appeal Panel must conduct the hearing with as little formality and technicality as the requirements of this Division and the proper consideration of the matter permit; and</p> <p>(c) the Appeal Panel is not bound by rules of evidence but may inform itself in any way it thinks fit; and</p> <p>(d) the Appeal Panel is bound by the rules of evidence and must be informed by the best evidence available.</p> <p>(4) The Appeal Panel must—</p> <p>(a) ensure procedural fairness; and-</p> <p>(b) in making (4) Despite subregulation (3) (a decision, have regard to the interests of justice and fairness.</p> <p>(5) Subject to these Regulations,) the Appeal Panel may conduct the hearing in any manner it reasonably thinks fit of an appeal without the presence or submissions of the appellant if the appellant is given a reasonable opportunity to make submissions and attend the hearing.</p> <p>(6 5) The Appeal Panel may adjourn the hearing of an appeal if it the Appeal Panel considers it necessary in the circumstances to do so.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(6) From time to time, the chairperson of the Authority may issue guidelines relating to the procedure for hearing an appeal.
73		Determination of an appeal	<p>(1) On the After hearing of an appeal under this Division, including a hearing on written submissions only, the Appeal Panel must—</p> <p>(a) must set aside confirm the order finding and determination of the Chief Officer; and hearing officer under regulation 67; or</p> <p>(b) may make vary the finding and determination of the hearing officer under regulation 67; or</p> <p>(c) revoke the finding of the hearing officer under regulation 67 and determine that no further action is required.</p> <p>(2) For the purposes of a decision under subregulation (1)(a) or (b), the Appeal Panel may take any order which disciplinary action specified in regulation 67(2) against the appellant that the Appeal Panel thinks just and which the appropriate.</p> <p>(3) Within 28 days after making a decision under subregulation (1), the chairperson of the Appeal Panel must give written notice of the outcome of the appeal to—</p> <p>(a) the appellant; and</p> <p>(b) the hearing officer who made the determination that was subject to appeal; and</p> <p>(c) the Chief Officer.</p>
Subdivision 6—Suspension and cancellation			
74	58	Immediate suspension	<p>The Chief Officer made or could have made; and may suspend the enrolment of a member of a brigade if—</p> <p>(c) may exercise any power which a) the Chief Officer exercised is notified that Victoria Police or could have exercised.</p> <p>(2) The chairperson the police force of the Authority must, within 14 days after another jurisdiction Is investigating the making of the determination, give written notice member in relation to the appellant of the Appeal Panel's determination.</p> <p>Member charged with criminal alleged commission of an indictable offence; or</p> <p>(b) the member who has been charged with an offence in Victoria or another jurisdiction that is punishable by a term of imprisonment may be suspended ; or</p> <p>(c) the member has been given a WWC exclusion.</p>
75		Duration of immediate suspension	<p>(1) A suspension under regulation 74(a) continues in force until whichever of the following occurs first—</p> <p>(a) the Chief Officer revokes the suspension; or</p> <p>(b) the member is charged with an offence in Victoria or another jurisdiction.</p> <p>(2) The Chief Officer must revoke a suspension imposed under regulation 74(a) if the Chief Officer reasonably believes that the member is no longer being investigated in relation to the offence.</p> <p>(3) If a suspension imposed under regulation 74(a) ends because the member is charged with an offence in Victoria or another jurisdiction, nothing in subregulation (1) prevents the Chief Officer from</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>membership suspending the enrolment of the brigade by the Authority member under regulation 74(b).</p> <p>(4) A suspension under regulation 74(b) continues in force until the charge has been finally determined.</p> <p>(5) A suspension under regulation 74(c) continues in force until the WWC exclusion is no longer in force.</p>
76		Suspension and cancellation following finding of guilt	<p>(1) Without limiting the Authority's powers under section 23 of the Act, the Authority may cancel the enrolment of a member of a brigade who is found guilty of an offence in Victoria or another jurisdiction that is punishable by a term of imprisonment.</p> <p>(2) The Chief Officer may suspend the enrolment of a member who is found guilty of an offence in Victoria or another jurisdiction that is punishable by a term of imprisonment.</p> <p>(3) A suspension under subregulation (2) continues in force until—</p> <p>(a) the Chief Officer revokes the suspension; or</p> <p>(b) the Authority makes a decision in relation to the cancellation of the member's enrolment.</p>
77		Restrictions during suspension	<p>(1) This regulation applies to a member of a brigade whose enrolment is suspended under this Division.</p> <p>(2) The member must not attend any meetings of a brigade, a group of brigades or the Authority during the period of suspension.</p> <p>(3) The member must not participate in any events or activities conducted by a brigade, a group of brigades or the Authority during the period of suspension.</p> <p>(4) The member must not wear any uniform or insignia belonging to the Authority during the period of suspension.</p> <p>(5) The member must not enter any premises owned or occupied by the Authority during the period of suspension unless—</p> <p>(a) the Chief Officer has authorised the member to enter the premises for the purposes of an investigation under Subdivision 3; or</p> <p>(b) a hearing officer has authorised the member to enter the premises for the purposes of a disciplinary hearing under Subdivision 4; or</p> <p>(c) the Appeal Panel has authorised the member to enter the premises for the purposes of an appeal under Subdivision 5.</p>
DIVISION 5 – Financial Management			
78	59	Appointment of secretary and treasurer	<p>(1) Subject to subregulation (2 3), a brigade—</p> <p>(a) must appoint —</p> <p>(a) a secretary; and</p> <p>(b) may appoint a treasurer.</p> <p>(2) Subject to subregulation (3), a group of brigades must appoint—</p> <p>(a) a secretary; and</p> <p>(b) a treasurer.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) The secretary and the treasurer, if one is appointed, of a brigade or group of brigades, as the case requires, must be a member of that or another brigade an employee.</p> <p>(3) Subject to subregulation (4), a group of brigades—</p> <p>(a) must appoint a secretary; and</p> <p>(b) may appoint a treasurer.</p> <p>(4) The secretary and treasurer, if one is appointed, of a group of brigades must be a member of one of the brigades in the group of brigades may be the same person.</p>
79	60	Financial records must be kept	The secretary of a brigade or group, or if the brigade or group has a The treasurer, the treasurer of the a brigade or group, of brigades must ensure that proper accounts and records of the financial transactions, affairs and assets of the brigade or group are kept.
80	61	Financial directions	<p>(1) The Chief Executive Officer may give written directions to a brigade or group of brigades in respect of financial management and record keeping.</p> <p>(2) A brigade or group of brigades must comply with a direction given by the Chief Executive Officer under subregulation (1) as soon as practicable after being given the direction.</p>
81		Financial statements to be prepared and submitted to the Authority	<p>(1) As soon as practicable after the end of each financial year, the secretary of a brigade or group or, if the brigade or group has a treasurer, the treasurer must prepare financial statements that show the financial operations and financial position of the brigade or group of brigades for that year, and submit the financial statements to the Authority— not later than the date specified by the Chief Executive Officer.</p> <p>(a) not later than 1 August next after the end of the financial year; or</p> <p>(b) if the Authority specifies any other date in relation to a brigade or group, not later than that date.</p> <p>(2) The Authority Chief Executive Officer must give at least 28 days written notice of a date specified under subregulation (1) (b).</p> <p>(3) Financial statements submitted under subregulation (1) must be in the form specified by the Authority Chief Executive Officer.</p>
82	62, 63	Authority to collect money	<p>For the purposes of section 102 of the Act—</p> <p>(a) an authority authorisation to collect contributions or subscriptions for the purposes of any brigade, group of brigades or association must be in the form set out in Schedule 10 granted to an employee or member must specify the person or class of persons to whom the authorisation is granted; and</p> <p>(b) the prescribed condition is compliance with all laws relevant to any activities associated with the collection of (b) an authorisation to collect contributions or subscriptions. granted to a person other than a person referred to in paragraph (a) must contain—</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<ul style="list-style-type: none"> (i) the name, address and phone number of the person or persons to whom the authority is granted; and (ii) the reason for the authorisation; and (iii) the proposed date or dates of collection; and (iv) the brigade, group or association that the funds are being collected on behalf of.
83		Property of the brigade or group of brigades—deregistration	<p>If the registration of a brigade or group of brigades is cancelled by the Authority—</p> <ul style="list-style-type: none"> (a) subject to paragraph (b), any personal property vested in a person on behalf of a the brigade or a group of brigades must be distributed as determined by the Authority after consultation with the brigade or group; and (b) any property referred to in paragraph (a) must not be distributed among the members of the brigade. or group of brigades.
PART 5 – Forest industry brigades			
84	64	Responsibilities of a forestry industry brigade	A forestry industry brigade is responsible only for fire suppression on the plantation holdings of the relevant owner or group of relevant owners who formed the brigade only .
85	65	Designation of areas	<p>(1) In designating an area for the formation of a forestry industry brigade, the Authority must—</p> <ul style="list-style-type: none"> (a) identify an area, within a radius of 25 kilometres of a central point determined by the Authority, with one or more plantation holdings amounting to an aggregate of not less than 500 hectares— <ul style="list-style-type: none"> (i) located wholly or partially within the area; or (ii) contiguous with plantation holdings located wholly or partially within the area; and (b) ensure that the designated area consists of— <ul style="list-style-type: none"> (i) any plantation holding referred to in paragraph (a); and (ii) any plantation holding located elsewhere in Victoria the relevant owner of which is a relevant owner of a plantation holding referred to in paragraph (a) and which does not fall within the designated area for another forestry industry brigade. <p>(2) Before designating an area for the formation of a forestry industry brigade, the Authority must consider the following matters—</p> <ul style="list-style-type: none"> (a) the size, location, topography, number and dispersion of the plantation holdings that will form the designated area; (b) the characteristics of the area, including— <ul style="list-style-type: none"> (i) the location of roads; and (ii) the existing capacity for the suppression of fires; and (iii) the past incidence of fire; and (iv) the risk posed by fire to plantation holdings and the community.

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(3) Before designating an area for the formation of a forestry industry brigade, the Authority must consult with a committee appointed by the Minister on the proposal to designate the area and the matters set out in subregulation (2).</p> <p>(4) The committee must consist of—</p> <ul style="list-style-type: none"> (a) at least one person experienced in the forestry industry; and (b) at least one person experienced in fire-fighting in rural Victoria; and (c) the Secretary to the Department of Justice and Community Safety or that Secretary's nominee. <p>(5) At least 30 days before designating an area for the formation of a forestry industry brigade, the Authority must give all relevant owners of land in the area a notice—</p> <ul style="list-style-type: none"> (a) specifying the reasons for the decision to designate the area; and (b) identifying in on a map form the area to be designated. <p>(6) The Authority must keep a register of designated areas for forestry industry brigades available for public inspection during business hours at its head office on the Internet site of the Authority.</p> <p>(7) The Authority may vary the designated area of a forestry industry brigade after consulting with the relevant owner or group of relevant owners.</p>
86	66	Criteria for formation of forestry industry brigades	<p>(1) The Authority must have regard to the criteria under this regulation in determining whether to require a relevant owner or group of relevant owners to form a forestry industry brigade for a designated area.</p> <p>(2) If the aggregate plantation holdings of a relevant owner or group of relevant owners in the designated area are 10 000 hectares or more, the Authority must be satisfied that there is no other forestry industry brigade in another designated area that is able and willing to provide adequate services for the suppression of fires and the saving of life at fires in the designated area.</p> <p>(3) If the aggregate plantation holdings of a relevant owner or group of relevant owners in the designated area are less than 10 000 hectares, the Authority must be satisfied that—</p> <ul style="list-style-type: none"> (a) the aggregate plantation holdings of the relevant owner or group of relevant owners are 500 hectares or more; and (b) there is no other forestry industry brigade in another designated area that is able and willing to provide adequate services for the suppression of fires in the designated area; and (c) the formation of the forestry industry brigade is appropriate having regard to the following— <ul style="list-style-type: none"> (i) the adequacy of existing fire detection systems; (ii) the first attack capability of the proposed brigade; (iii) the apparatus available for undertaking the responsibilities of a forestry industry brigade; (iv) the availability of competent persons to become members of the brigade; (v) the fire suppression capacity of any other brigade in the designated area; (vi) the fire hazard characteristics of the designated area.

2025 Reference	2014 Reference	Clause Heading	Wording
87	67	Requirement for formation of forestry industry brigade	<p>(1) A requirement by the Authority under section 23AA(2) of the Act must be in writing and include the following information—</p> <p>(a) be in writing; and</p> <p>(b) state the reasons why the requirement Authority requires the relevant owner or group of owners in a designated area to form the a forestry industry brigade has been made; and;</p> <p>(c) identify b) the officers and members which the Authority has determined are to be provided for the brigade at the expense of the relevant owner or group of relevant owners; and</p> <p>(d) identify c) the apparatus for undertaking the responsibilities of the forestry industry brigade, which the Authority has determined is to be provided for the brigade at the expense of the relevant owner or group of relevant owners; and</p> <p>(e) state d) the Authority's operational and administrative requirements of the relevant owner or group of relevant owners; and</p> <p>(f) state e) that the relevant owner or group of relevant owners must apply to the Authority for registration of the forestry industry brigade; and</p> <p>(g) state f) that the relevant owner or group of relevant owners may apply to the Victorian Civil and Administrative Tribunal VCAT under section 23AA(4) of the Act for review of the requirement to form the brigade.</p> <p>(2) The Authority must consult with the relevant owner or group of relevant owners before determining the officers, members and apparatus to be provided for the forestry industry brigade.</p> <p>(3) A requirement notice under section 23AA(2) of the Act subregulation (1) must be given to the relevant owner or each relevant owner in the group of relevant owners to whom the requirement under section 23AA(2) of the Act is directed.</p>
88	68	Minimum requirements for apparatus	<p>(1) The minimum requirement for apparatus for a forestry industry brigade to be determined by the Authority under section 23AA of the Act is, in relation to a relevant owner to whom regulation 66 86(2) applies, one mobile fire-fighting unit that—</p> <p>(a) is capable of traversing all roads and tracks in the designated area; and</p> <p>(b) has a minimum water carrying capacity of 2500 litres; and</p> <p>(c) is equipped with at least 30 metres of 19 millimetre hose connected to a fire-fighting nozzle and a pump of at least 5 horsepower.</p> <p>(2) The Subject to subregulation (3), the minimum requirement for apparatus for a forestry industry brigade to be determined by the Authority under section 23AA of the Act is, in relation to a relevant owner or group of owners to whom regulation 66 86(3) applies, one or more mobile fire-fighting units that—</p> <p>(a) are capable of traversing all roads and tracks in the designated area; and</p> <p>(b) have a minimum aggregate water carrying capacity of 800 litres; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) are equipped with at least 30 metres of 19 millimetre hose connected to a fire-fighting nozzle and a pump of at least 5 horsepower.</p> <p>(3) In relation to The Authority may vary the minimum requirement for apparatus to be provided under section 23AA of the Act by a relevant owner or group of owners to whom regulation 66 86(3) applies, in determining the apparatus to be provided under section 23AA of the Act, the Authority must have having regard to—</p> <p>(a) the minimum requirements set out in subregulations (1) and (2), as applicable; and</p> <p>(b) the size of the designated area; and</p> <p>(c) the criteria set out in regulation 66 86(3)(c).</p>
89	69	Application for registration of a forestry industry brigade	<p>An application under For the purposes of section 23AA(2)(b) of the Act , an application for the registration of a forestry industry brigade must provide the following information—</p> <p>(a) specify the name and contact details of the person engaged or employed by a relevant owner who is proposed for appointment as the officer in charge of the forestry industry brigade; and</p> <p>(b) specify the names of the persons engaged or employed by the relevant owner or group of relevant owners who are proposed for appointment as officers and members of the forestry industry brigade; and</p> <p>(c) include a list of the apparatus to be used by the brigade for undertaking the responsibilities of the forestry industry brigade.</p>
90	70	Requirements to notify the Authority of change	<p>(1) A relevant owner or group of relevant owners must ensure the Authority is notified of any changes to the information under regulation 89(a) within 14 days after any change.</p> <p>(2) A person or persons who cease to be a relevant owner or group of relevant owners in relation to a designated area must ensure the Authority is notified of this change within 14 days after they cease to be a relevant owner or group of relevant owners.</p>
91		Operations of a forest industry brigade	<p>(1) The relevant owner, or the group of relevant owners, in relation to a forestry industry brigade—</p> <p>(a) is responsible for the operation and command of the forestry industry brigade in relation to the designated area; and</p> <p>(b) must ensure that all apparatus and equipment of the forestry industry brigade is maintained in operational order; and</p> <p>(c) (c) must ensure that the forestry industry brigade in relation to a designated area is readily contactable by the Authority and any other brigade; and</p> <p>(d) may respond to calls to assist other brigades attending fires outside the designated area for which the forestry industry brigade is responsible.</p> <p>Notes</p> <p>1. Section 42(4) of the Act allows forestry industry brigades to assist other brigades in carrying out fire prevention and other work subject to the general direction of the Authority and Chief Officer.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>2. Section 93B(1B) of the Act enables forestry industry brigades, in specified circumstances, to assist the Authority, a group of brigades or any brigade in the prevention or suppression of a fire or the protection of life and property outside the country area of Victoria, subject to the direction and control of the person or body having authority in that place.</p> <p>(2) If a fire is detected in part of the designated area for which a forestry industry brigade is responsible, the officer in charge of the brigade must ensure that—</p> <p>(a) regular situation reports of fire suppression activities by the brigade are provided to the Chief Officer; and</p> <p>(b) a fire and incident report in a form approved by the Authority and containing any additional information that is requested by the Authority is given to the Authority in the manner required by the Authority at the conclusion of the fire incident.</p>
92	71	Training	<p>(1) The minimum training requirements for officers Officers and members of forestry industry brigades are must comply with the training requirements determined by the Authority under regulation 43 for members operating in forest areas Chief Officer.</p> <p>(2) An officer or member of a forestry industry brigade must comply with the training requirements applicable to that officer or member.</p>
93	72	Cancellation of forest industry brigade	If the Authority decides to cancel the registration of a forestry industry brigade, it must make reasonable efforts to notify the relevant owner or the group of relevant owners of the decision, the reasons for the decision and the date from which the decision takes effect.
	73	Certain regulations not to apply to forestry industry brigades	Parts 3 and 4 do not apply to forestry industry brigades, except where otherwise specified in this Part.
Part 6 - Compensation			
Division 1 - Compensation for members Interpretation			
94	74	Definitions	<p>In this Part other than Division 5—</p> <p>A.M.A Guides has the same meaning as it has in the Workplace Injury Rehabilitation and Compensation Act 2013 as modified by that Act and the Regulations made under that Act;</p> <p>compensation includes compensation for losses referred to in regulation 75 121(1)(b) but does not include damages for personal injury;</p> <p>current work capacity, in relation to a member, means a present inability arising from an injury such that the member is not able to return to the member's pre-injury employment but is able to return to work in suitable employment;</p> <p>dependant means—</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(a) a person who at the time of the death of a member was wholly, mainly or partly dependant on the earnings of the member; or</p> <p>(b) a person who would, but for the incapacity of a member due to the injury, have been wholly, mainly or partly dependent on the earnings of the member;</p> <p>family member, in relation to a person, means—</p> <p>(a) a spouse, domestic partner, father, mother, grandfather, grandmother, stepfather, stepmother, son, daughter, grandson, granddaughter, step-son, step-daughter, brother, sister, half-brother, half-sister, step-brother or step-sister of that person; or</p> <p>(b) any person who stands in the place of a parent in relation to that person;</p> <p>medical and like expenses means—</p> <p>(a) reasonable costs of the medical, hospital, nursing, personal and household, rehabilitation and ambulance services received by a member because of the a personal injury;</p> <p>and</p> <p>(b) if death results from the personal injury, the reasonable costs incurred of family counselling services provided to —</p> <p>(i) the family members and dependants of the deceased member ; and</p> <p>(ii) persons who at the time of the death of the member were wholly, mainly or partly dependent on the earnings of the deceased member; and</p> <p>(iii) persons who would, but for the incapacity of a member due to the injury, have been wholly, mainly or partly dependent on the earnings of the deceased member; by a medical practitioner or registered psychologist and the reasonable costs of burial or cremation of the member;</p> <p>medical practitioner means—</p> <p>(a) a person registered under the Health Practitioner Regulation National Law to practise in the medical profession (other than as a student); and</p> <p>(b) in relation to anything done for the purposes of these Regulations within Australia but outside Victoria, a medical practitioner who is lawfully qualified in that place to do that thing;</p> <p>member means a volunteer officer, a member of a brigade, an officer or member of a forestry industry brigade or a person not formally enrolled as a member of a brigade but who has applied for membership and is performing the duties performed by a member of a brigade;</p> <p>motor car, motor vehicle, railway train and tram have the same meaning as in section 3 of the Transport Accident Act 1986;</p> <p>no current work capacity, in relation to a member, means a present inability arising from an injury such that the member is not able to return to work, either in the member's pre-injury employment or in other suitable employment;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>notional current weekly earnings, in relation to a member, means the weekly earnings the Authority determines the member could earn from time to time (including, but not limited to, the amount of any current weekly earnings) in employment, being the member's employment before the injury or in other suitable employment, that the Authority determines the member is capable of performing despite the injury;</p> <p>personal effects does not include money;</p> <p>personal injury means physical or mental injury and includes a disease or death;</p> <p>registered psychologist means a person registered under the Health Practitioner Regulation National Law to practise in the psychology profession (other than as a student);</p> <p>senior officer means the Chief Officer, an officer in charge of a brigade or group of brigades or an officer authorised by the Chief Officer to be a senior officer for the purposes of this Division;</p> <p>serious injury means an injury to a member in respect of which the member's degree of impairment is 30% or more when assessed in accordance with—</p> <p>(a) the American Medical Association's A.M.A Guides to the Evaluation of Permanent Impairment (Fourth Edition)(other than chapter 15);; or</p> <p>(b) the The Guide to the Evaluation of Psychiatric Impairment for Clinicians—</p> <p>as amended, varied or substituted from time to time under in accordance with section 67 of the Workplace Injury Rehabilitation and Compensation Act 2013;</p> <p>service as a member— has the meaning given by regulation 95;</p> <p>(suitable employment has the meaning given by regulation 96;</p> <p>transport accident has the same meaning as in section 3 of the Transport Accident Act 1986;</p> <p>Victorian WorkCover Authority has the same meaning as Authority has in section 3 of the Workplace Injury Rehabilitation and Compensation Act 2013.</p>
95		Meaning of service as a member	<p>(1) In this Part, service as a member means—</p> <p>(a) any of the following in respect of which a fire and incident report has been made to the Authority—</p> <p>(i) an attendance at a fire or an alarm of fire in respect of which a fire and incident report has been made to the Authority; or;</p> <p>(ii) an attendance at an incident under section 20A, 97, of the Act;</p> <p>(iii) a service provided under section 97A or, 97B or 97C of the Act; or</p> <p>(b) an activity performed attendance at an incident in connection with the Authority's designation as a protection agency under section 97C of the Act in respect of which a fire and incident report has been made to the Authority 97 of the Act as in force immediately before its repeal by the Environment Protection Amendment Act 2018 for the purposes of section 66 of the Environment Protection Act 1970 as in force immediately before its repeal by the Environment Protection Amendment Act 2018; or</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(iii c) participation in, or preparation for, a fire brigade practice or training carried out with the consent of a senior officer; or</p> <p>(iv d) carrying out duties or exercising powers under the Act or these Regulations; or</p> <p>(v e) carrying out routine fire brigade duties, including building or maintenance at a fire station or other Authority premises by the order or with the consent of a senior officer; or</p> <p>(vi f) participation in, or preparation for, a fire brigade competition held under section 103 of the Act (whether as a competitor, official or organiser); or</p> <p>(vii g) attendance at a properly constituted meeting of a body or an official organ group of a body established under this the Act (other than the Authority), or at a meeting, recognised by the Authority, of members of that body; or</p> <p>(viii h) participation in, or preparation for, an activity designed to assist the community or any brigade or group of brigades, if the activity is approved by a properly constituted meeting of the brigade or group conducted in accordance with the rules of the brigade or group; and.</p> <p>(b) 2) In this Part, service as a member includes travelling to and from the performance of a service referred to in paragraph (a); and subregulation (1).</p> <p>(c) (3) Service as a member, in the case of a member of a forestry industry brigade, subject to paragraph (d), includes means—</p> <p>(+ a) the services referred to specified in paragraph (a) subregulation (1) if those services are performed under the command and control of the Chief Officer; and</p> <p>(ii b) any service performed under section 42 or section 93B of the Act; and</p> <p>(iii c) travelling to and from the performance of the services referred to in subparagraphs (i) and (ii); and</p> <p>(d) ——— in relation to a forestry industry brigade member performing paragraphs (a) service referred to in paragraph (c), excludes any) and (b).</p> <p>(4) Despite subregulation (3), the performance of a service referred to in that subregulation, or travel to or from the performance of that service, is excluded from service as a member if the service is performed, or travel to and from that service occurs, within the designated area of the a forestry industry brigade;.</p>
96		Meaning of suitable employment	<p>Suitable employment, in relation to a member, means employment in work for which the member is currently suited—</p> <p>(a) having regard to the following—</p> <p>(i) the nature of the member's incapacity and the details provided in medical information Including, but not limited to, the medical certificate supplied by the member in accordance with regulation 78 103;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<ul style="list-style-type: none"> (ii) the member's age, education, skills and work experience; (iii) the member's place of residence; (iv) any plan or document prepared as part of the return to work process; (v) any occupational rehabilitation services that are being, or have been, provided to the member; and <p>(b) regardless of whether—</p> <ul style="list-style-type: none"> (i) the work or the employment is available; and or (ii) the work or the employment is of a type that is generally available in the employment market; <p>transport accident means an incident directly caused by the driving of a motor car or motor vehicle, a railway train or a tram.</p>
Division 2 – Recovery of overpayment			
97	75	Recovery of overpayment	<p>An amount paid to a member or other person under this Part, whether as compensation or otherwise, is recoverable by the Authority in a court of competent jurisdiction as a debt due to the Authority if—</p> <ul style="list-style-type: none"> (a) the amount has been paid to the member or other person as a consequence of— <ul style="list-style-type: none"> (i) a false or misleading statement or representation; or (ii) a failure or omission to comply with a provision of this Part; or (b) the member or other person is otherwise liable to pay the amount to the Authority under this Part.
Division 3 – Personal injury compensation			
98		Objectives of personal injury compensation	<p>The objectives of this Division are—</p> <ul style="list-style-type: none"> (a) to enable the effective and expeditious rehabilitation and recovery of injured members; and (b) to ensure appropriate compensation is paid as expeditiously as possible to injured members and, where applicable, other eligible persons entitled to compensation under these regulations.
99	76, 77	Entitlement to compensation for personal injury	<p>(1) If a member, in the course of, or arising out of, performing service as a member—</p> <ul style="list-style-type: none"> (a) — suffers a personal injury; or (b) — suffers destruction, damage or loss of— <ul style="list-style-type: none"> (i) — wearing apparel or personal effects worn while performing the service; or (ii) — a motor vehicle, equipment or property (other than aircraft) owned by, or in the possession of, the member and used in the performance — of the service— <p>the member is entitled to compensation.</p> <p>(2) If a member suffers a personal injury in the course of, or arising out of, performing service as a member which results in, or materially contributes to, the member's death, the family members and dependants of the member following persons are entitled to compensation under this Division.—</p> <p>Property loss and damage</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>———— (1) ——— The amount of compensation payable in respect of destruction, damage or loss of wearing apparel, personal effects, (a motor vehicle, equipment, or other property, is) the amount family members of the Authority considers reasonable for the indemnification for the destruction, damage or loss. member;</p> <p>———— (2) ——— Despite subregulation (1) —</p> <p>———— (a) ——— the amount of compensation payable in respect of destruction, damage or loss of wearing apparel or personal effects must not exceed an amount determined by the Authority from time to time; and</p> <p>———— (b) ——— if the member is entitled to reimbursement under any policy of insurance or from any other source, the amount of compensation payable under this regulation is an amount equivalent to any financial loss, related to the destruction, damage or loss, which remains after that reimbursement and is determined reasonable by the Authority.</p> <p>Damages</p> <p>(b) persons who at the time of the death of the member were wholly, mainly or partly dependent on the earnings of the member;</p> <p>(c) persons who would, but for the incapacity of the member due to the injury, have been wholly, mainly or partly dependent on the earnings of the member.</p>
100		Repayment of compensation where award, compromise or settlement paid by person or body other than the Authority	<p>(1) # This regulation applies if, in respect of a personal injury sustained on or after 1 July 2014—</p> <p>(a) compensation is paid to a member or person under this Division; and</p> <p>(b) an award of damages or compensation is paid by or on behalf of, or a compromise or settlement is reached with, a person or body other than the Authority—.</p> <p>(2) If this regulation applies, the member or person to whom the compensation is paid under this Division must pay to the Authority an amount equal to—</p> <p>(e a) if the amount paid under the award, compromise or settlement exceeds the amount of compensation paid under this Division, the total amount of compensation received under this Division; or</p> <p>(d b) if the amount paid under the award, compromise or settlement is equal to or less than the amount of compensation paid under this Division, the proportion of the amount of compensation received under this Division (including medical and like expenses paid by the Authority) that is determined by the Authority.</p> <p>(2 3) The Authority may recover money payable to the Authority under subregulation (12) in a court of competent jurisdiction as a debt due to the Authority.</p>
101		Reduction of compensation where award, compromise or settlement paid by	<p>(1) This regulation applies if, in respect of a personal injury sustained on or after 1 July 2014—</p> <p>(a) compensation is payable to a member or person under this Division; and</p> <p>(b) an award of damages or compensation is paid by or on behalf of, or a compromise or settlement is reached with, a person or body other than the Authority—.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
		person or body other than the Authority	<p>the (2) If this regulation applies, the entitlement under this Division of the member or the person to whom compensation is payable under this Division is to be reduced by an amount equal to the amount paid under the award, compromise or settlement paid to the member or person.</p>
102		No claim to compensation where award of damages already paid	<p>If, in respect of a personal injury—</p> <p>(a) —, compensation is payable under these Regulations; and</p> <p>(b) an award of damages is paid by or on behalf of the Authority—</p> <p>then the following apply in respect of that personal injury—</p> <p>(c) (a) there is no entitlement to compensation under this Division in respect of that the personal injury; and</p> <p>(d b) if any amount has been paid in compensation under these Regulations before the award of damages, an amount equal to the amount paid in compensation must be deducted from the amount of damages recoverable from the Authority.</p> <p>(5) — This regulation does not apply to a compromise or settlement reached in respect of a personal injury sustained before 1 July 2014.</p>
103	78	Making a claim for personal injury compensation	<p>(1) A claim for personal injury compensation must—</p> <p>(a) be in the a form approved by the Victorian WorkCover Authority for the purposes of—</p> <p>— (i) — for a claim relating to injuries sustained before 1 July 2014, the Accident Compensation Act 1985; or</p> <p>— (ii) — for a claim relating to injuries sustained on or after 1 July 2014, the Workplace Injury Rehabilitation and Compensation Act 2013 Chief Executive Officer; and</p> <p>(b) — in the case of a claim for destruction, damage or loss of personal property, include an estimate of the cost of the destruction, damage or loss; — and</p> <p>(c) — in the case of a claim for personal injury—</p> <p>(i) — be in a form approved by the Authority; and</p> <p>(ii) (b) if a claim for loss of income is made, be accompanied by—</p> <p>(A i) a medical certificate in the form required by subregulation (2) in respect of a period of incapacity not exceeding 28 days; and</p> <p>(B ii) proof of loss of earnings, including but not limited to taxation returns, profit and loss statements, PAYG pay assessments, and statements from an employer or the member's accountant; and</p> <p>(iii) (c) if the personal injury arose out of a transport accident, be accompanied by the police report required by regulation 82105; and</p> <p>(iv d) in respect of the death of a member, be accompanied by a copy of the death certificate.</p> <p>(2) A medical certificate must—</p> <p>(a) — be in In approving a form under subregulation (1)(a), the form Chief Executive Officer must have regard to the forms approved by the Victorian WorkCover Authority for the purposes of —</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(a) the Accident Compensation Act 1985, for a claim relating to injuries sustained before 1 July 2014; or</p> <p>(b) the Workplace Rehabilitation and Compensation Act 2013, for a claim relating to injuries sustained on or after 1 July 2014.</p> <p>(3) A medical certificate must—</p> <p>(a) be in a form approved by the Chief Executive Officer, having regard to the form approved by the Victorian WorkCover Authority for the purposes of section 25 of the Workplace Injury Rehabilitation and Compensation Act 2013, as the case may be; and</p> <p>(b) be issued by a medical practitioner; and</p> <p>(c) specify —</p> <p>(i) the expected duration of the member's incapacity; and</p> <p>(ii) whether the member has a current work capacity or has no current work capacity during the period, not exceeding 28 days, stated in the certificate.</p> <p>(34) Despite subregulation (2 3)(c), the Authority may accept a medical certificate covering a period exceeding 28 days if the certificate states reasons why the certificate covers the longer period.</p> <p>(45) A medical certificate is of no effect to the extent that it relates to a period of time more than 90 days after the date the certificate is issued, unless the Authority otherwise determines.</p> <p>(5) — Subject to regulation 80, a6) —A claim must be lodged with—</p> <p>— (a) — the officer in charge of the brigade to which the member belonged; or</p> <p>— (b) — if the member or the claimant is the officer in charge of a brigade, the operational employee determined by the Authority for the purpose of — receiving the claim —.</p> <p>at the time of the destruction, damage or loss of personal property or of the personal injury, as the case may be.</p> <p>(6 (7) If a claim for compensation or the material accompanying the claim for compensation is incomplete or is insufficient to enable the Authority to make a determination of the claim, the Authority Chief Executive Officer may request further information from the member or the claimants before determining the Authority determines the claim.</p>
104	79, 80, 81	Chief Executive Officer may request statement or report	<p>(1) — Subject to subregulation (2), (1) The Chief Executive Officer may give a copy of a claim for personal injury compensation the officer in charge of the brigade who receives a claim under regulation 78(5)(a) must lodge with the Authority as soon as practicable —</p> <p>— (a) — the claim form and medical certificate (if any); and</p> <p>— (b) — a statement, signed by the officer in charge of the brigade, of the circumstances of the incident giving rise to the claim for compensation and the — opinion of the officer as to the claim; and</p> <p>— (c) — a report from any person who witnessed the incident giving rise to the claim for compensation.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(2) If which the member or claimant is the officer in charge of the brigade, the operational employee determined by the Authority for the purpose of this subregulation, must ensure that subregulation (1) is complied with.</p> <p>80 Some personal injury claims may be lodged with Authority</p> <p>(1) A claim for belonged at the time of the personal injury may be lodged directly with the Authority if, after considering a request made under subregulation (2), the Authority is satisfied that in the circumstances</p> <p>it is not practicable for the member or claimants to lodge the claim in accordance with regulation 78(5)..</p> <p>(2) A request must specify—</p> <p>(a) that the member or claimants propose to make a claim for personal injury; and</p> <p>(b) that, in the circumstances, it is not practicable for the member or claimants to lodge the claim in accordance with regulation 78(5); and</p> <p>(c) the circumstances that make lodgement</p> <p>of the claim, in accordance with regulation 78(5), impracticable.</p> <p>(3) The Authority must advise the member or claimants who made a request under this regulation of its decision to receive or not receive a claim for personal injury directly from the member or claimants as soon as practicable after receiving the request.</p> <p>81 Authority Chief Executive Officer may request report by officer in charge</p> <p>(1) Subject to subregulation (3), if a claim for personal injury is received by the Authority directly under regulation 80, the Authority may give a copy of the claim to that the officer in charge of the brigade to which the member belonged at the time of the personal injury. or claim give the Chief Executive Officer—</p> <p>(2) Subject to subregulation (3), if a claim for personal injury is received by the Authority directly under regulation 80, the Authority may request the officer in charge of the brigade to which the member belonged at the time of the personal injury to give the Authority—</p> <p>(a) a statement, signed by the officer in charge, of the circumstances of the incident giving rise to the claim for compensation and the opinion of the officer as to the claim; and</p> <p>(b) a report from any person who witnessed the incident giving rise to the claim for personal injury.</p> <p>(3) If the (3) The Chief Executive Officer may request a report from any person who witnessed the incident giving rise to the claim.</p>
105	82	Personal injury arising out of transport accident	<p>A member seeking to make a claim for personal injury is lodged by the officer in charge of a brigade, the Authority may deal with the operational employee referred to in regulation 78(5)(b) in accordance with subregulations (1) and (2).</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>If a member suffers property loss or damage, or compensation in respect of a personal injury arising out of a transport accident, the member must—</p> <p>(a) make a report to a police officer concerning the circumstances of the transport accident; and</p> <p>(b) provide a copy of the police report to the Authority when lodging the claim for compensation.</p>
106	83	Determination of claims for personal injury compensation	<p>(1) The Authority must—</p> <p>(a) enquire into the circumstances of every a claim for personal injury compensation lodged; and</p> <p>(b) determine the claim as soon as possible.</p> <p>(b) determine the claim as soon as possible.</p> <p>(2) In determining a claim for compensation, the Authority—</p> <p>(a) has power to do all things necessary or expedient to determine the claim for compensation;</p> <p>and</p> <p>(b) must give consideration—</p> <p>(i) for a claim relating to injuries sustained before 1 July 2014, to the matters set out in sections 5, 5AC, 5AE, 5B, 82, 82A, 82B, 82BA 82C, 82D, 83, 86, 88, 89, 90, 91 (except subsection (2)), 92 (except subsection (7)), 93, 93CE, 93E, 93EA, 93F, 96, 96A, 97, 98, 98A, 99AAA, 99, 99AA, 99AC, 99AD, 99A, and 100, 111 and 112 of the Accident Compensation Act 1985 and sections 111 and 112 of that Act as in force immediately before their repeal by the Workplace Injury Rehabilitation and Compensation Act 2013; or</p> <p>(ii) for a claim relating to injuries sustained on or after 1 July 2014, to the matters set out in sections 92, 98 and 98A of the Accident Compensation Act 1985 and sections 3, 6, 7, 27, 39, 40, 41, 42, 43, 43A, 44, 45, 46, 50, 52, 53, 53A, 54, 55, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 152, 156, 158, 160, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 222, 223, 224, 226, 228, 229, 231, 232, 542 of, and clause 25 of Schedule 1 to, the Workplace Injury Rehabilitation and Compensation Act 2013—</p> <p>with any variations that are necessary, and in so far as they are not inconsistent with these Regulations; and:</p> <p>(c) in determining a claim for the destruction, damage or loss of personal property owned by, or in the possession or control of, a member, may take into account the negligence of the member after considering any additional material and submissions provided by the member; and</p> <p>(d) in (3) In determining a claim for compensation arising from the death of a member, the Authority may take into account the receipt by the member of—</p> <p>(i a) income from employment of, or work performed by, the member; or</p> <p>(ii b) a pension, regular annuity or benefit payable under a law enacted in Victoria or any other Australian jurisdiction or an amount payable under a policy of insurance in respect of loss of earnings or income.</p>
107	84	Entitlement to compensation exists regardless of	<p>A member is not debarred from compensation in respect of personal injury caused to the member in the course of or arising out of service as a member by reason only that the member was not, at the relevant time, a worker within the meaning of the Accident Compensation Act 1985 or the Workplace Injury Rehabilitation and Compensation Act 2013 as the case may be.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
		whether a member is a worker	
108	85	Average weekly earnings	<p>In determining the average weekly earnings of a member, the Authority—</p> <ul style="list-style-type: none"> (a) must take into account information supplied by or on behalf of the member; and (b) may take into account any or all of the following— <ul style="list-style-type: none"> (i) the average weekly earnings payable under a relevant industrial award to a person with the member's skills, qualifications and experience; (ii) the average weekly earnings of a comparable person as published by the Australian Bureau of Statistics (ABS);; (iii) the reasonable cost of paying a person to perform the work the member is unable to perform as a result of the personal injury suffered while serving as a member; (iv) the member's employment by an employer before the injury; (v) other relevant matters; and (c) if the member was not working under a contract of service at the time of the injury, may calculate average weekly earnings on any basis that, in the opinion of the Authority, most fairly reflects the worker's earning capacity had the injury not occurred to the member.
109	86	Interim payment for personal injury	<p>(1) The Authority, before determining a claim for compensation for personal injury, may make an interim payment—</p> <ul style="list-style-type: none"> (a) for loss of income, calculated in accordance with regulation 85 108, for a period not exceeding 6 weeks; and Reg. 86(1)(b) substituted by S.R. No. 86/2021 reg. 4(2). (b) in the case of a personal injury that is a physical injury—for reasonable medical and like expenses for a period not exceeding 6 weeks. <p>(2) A payment under subregulation (1) is subject to the provision of a medical certificate in accordance with regulation 78 103.</p> <p>(3) Subject to subregulations (4) and (5), if it appears to the Authority that a person may be entitled to compensation in respect of the death of a member, the Authority may, before determining the claim, may make interim payments to the person as follows—</p> <ul style="list-style-type: none"> (a) a weekly payment for a period of up to 12 weeks from the date of death of the member in an amount the Authority considers reasonable; and (b) a payment for reasonable medical and like expenses up to a maximum amount determined by the Authority. <p>(4) Only one spouse or domestic partner may receive interim payments under subregulation (3)(a).</p> <p>(5) The total amount of interim payments paid to each person entitled to compensation in respect of the death of a member under subregulation (3) must not exceed the maximum amount determined by the Authority.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(6) If the Authority determines that compensation is payable, the compensation payable is to be reduced by the amount of any interim payment made under this regulation.</p> <p>(7) A payment made under subregulation (1) or subregulation (3) is not an admission of liability to pay compensation in respect of the claim.</p>
110	87	Interim payment for personal injury that is a mental injury	<p>(1) The Authority, before determining a claim for compensation for personal injury that is a mental injury, must make an interim payment for reasonable medical and like expenses in accordance with subregulation (3).</p> <p>(2) The Authority must, within 2 business days of the member's claim for compensation being lodged in accordance with regulation 78(5) or 80(1); 103, give written notice to the member of the member's entitlement to an interim payment under this regulation.</p> <p>(3) An interim payment under subregulation (1) must be paid by the Authority on and from the day on which the member is given written notice under subregulation (2) until—</p> <p>(a) if the Authority determines under regulation 83 90 that compensation is payable and the determination is made within 13 weeks after the day on which the member is given written notice under subregulation (2)—the day on which the Authority makes the determination under regulation 83 106; or</p> <p>(b) in any other case—13 weeks after the day on which the member's claim is lodged in accordance with regulation 78(5) or 80(1); 103.</p> <p>(4) To avoid doubt, a member whose claim for compensation is rejected or terminated by the Authority is entitled to an interim payment under subregulation (1) until the day referred to in subregulation (3)(b).</p> <p>(5) If the Authority determines that compensation is payable, the compensation payable is to be reduced by the amount of any interim payment made under this regulation.</p> <p>(6) An interim payment made under subregulation (1) is not an admission of liability to pay compensation in respect of the claim.</p> <p>(7) This regulation does not apply—</p> <p>(a) to a member's claim for compensation that was lodged in accordance with regulation 78(5) or 80(1) before 1 July 2021; or</p> <p>(b) if the Authority has previously determined a claim for compensation relating to the same mental injury and circumstances.</p>
111	88	Payment of medical expenses	<p>(1) Payments made by the Authority for reasonable medical and like expenses incurred by a member are deemed to be payments made in satisfaction of a claim lodged by, or on behalf of, the member.</p> <p>(2) The Authority may vary, reduce or terminate payments for medical and like expenses if the Authority reasonably believes that a member is not or is no longer entitled to payment by the Authority of those medical or like expenses under this Part.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
112		Medical corticates and examinations	<p>(1) The Authority may, from time to time, may require a member who is receiving compensation payments from the Authority to attend any medical, rehabilitation, vocational or like examination with a medical practitioner or health professional nominated by the Authority.</p> <p>(2) If a member—</p> <ul style="list-style-type: none"> (a) unreasonably fails to provide a certificate required by the Authority; or (b) unreasonably fails to attend or undergo a medical or like examination required by the Authority; or (c) unreasonably obstructs an examination referred to in paragraph (b)— <p>the Authority may suspend compensation payments until the certificate is provided, the examination takes place or the obstruction ceases.</p> <p>(3) The Authority must pay the cost of medical or like examinations referred to in subregulation (1).</p>
113	89	Duty to advise Authority	<p>(1) A member who is receiving from the Authority compensation payments for loss of income must advise the Authority of—</p> <ul style="list-style-type: none"> (a) an alteration in the member's weekly earnings by reason of a change in employment circumstances; and (b) the member's return or partial return to work; and (c) a change in the member's capacity to return, or partially return, to work. <p>(2) A member or claimant who has received or is receiving compensation from the Authority must advise the Authority of—</p> <ul style="list-style-type: none"> (a) any claim lodged against a person or body other than the Authority for compensation or damages for the same personal injury for which the Authority has paid compensation under this Division; and (b) any award of compensation or damages payable by, or any compromise or settlement reached with, a person or body other than the Authority for the same personal injury for which the Authority has paid compensation under this Division.
114	90	Power to obtain information	<p>(1) The Authority may, from time to time, by written notice, require a member or other person to provide the Authority with such information as required for the purposes of inquiring into or ascertaining the member's or other person's liability or entitlement under this Division.</p> <p>(2) If a member or other person unreasonably fails to provide the Authority with information required under subregulation (1), the Authority may suspend compensation payments until the information is provided.</p>
115		Return to work obligation of members	<p>(1) A member who is receiving weekly payments must make reasonable efforts to—</p> <ul style="list-style-type: none"> (a) participate in an occupational rehabilitation service or return to work plan; and (b) return to work in suitable employment; and

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) participate in assessments of the member's capacity, rehabilitation progress and future employment prospects when requested to do so from time to time by the Authority or its health professionals.</p> <p>(2) A member who is receiving weekly payments must not unreasonably fail to accept—</p> <p>(a) an offer of suitable employment; or</p> <p>(b) an offer of suitable employment which would result in increased weekly earnings or greater employment opportunities.</p> <p>(3) If a member who is receiving weekly payments has accepted an offer of suitable employment, the member must—</p> <p>(a) take up the employment; and</p> <p>(b) make a reasonable attempt to continue in or carry out that employment.</p>
116		Alteration of weekly payments by request	<p>(1) A member who is receiving compensation for loss of income may apply in writing to the Authority for an increase or reduction in the amount of weekly payments and must specify the reasons for the application and provide the Authority with supporting evidence. payment.</p> <p>(2) An application under subregulation (1) must be in writing and include—</p> <p>(a) the reasons for the application; and</p> <p>(b) supporting evidence.</p> <p>(3) The Authority must—</p> <p>(a) accept or reject the application; and</p> <p>(b) give the member a written statement of its decision and the reasons for its decision; and</p> <p>(c) if the Authority accepts the application, specify the new level of weekly payments payment amount and commencement date (if applicable).</p>
117	91	Reduction in weekly payments	<p>(1) The Authority may, in accordance with regulation 93, 119, may reduce weekly payments on one or more of the following grounds—</p> <p>(a) there is not, or is no longer, an entitlement to weekly payments at the existing amount;</p> <p>(b) the member has returned to work;</p> <p>(c) the member's current weekly earnings have altered by reason of a change in employment circumstances;</p> <p>(d) the Authority considers that the member unreasonably did not accept—</p> <p>(i) an offer of suitable employment; or</p> <p>(ii) an offer of suitable employment which would result in increased weekly earnings or greater employment opportunities;</p> <p>(e) the member's current work capacity warrants a reduction of weekly payments.</p> <p>(2) When a member has received weekly payments for loss of income in respect of an aggregate period of 156 weeks (whether consecutive or not), the Authority must reduce weekly payments, in accordance with regulation 93 119, to—</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(a) if the member has a serious injury as determined by the Authority or has no current work capacity for suitable employment, 90% of the member's pre injury average weekly earnings as determined by the Authority; or</p> <p>(b) if the member has a current work capacity for suitable employment, 70% of the member's pre-injury average weekly earnings as determined by the Authority— Less the member's current weekly earnings, or notional current weekly earnings as determined by the Authority.</p>
118	92	Termination of weekly payments	<p>The Authority may, in accordance with regulation 93;119, may terminate weekly payments on one or more of the following grounds—</p> <p>(a) there is not, or is no longer, an entitlement to weekly payments;</p> <p>(b) the member has returned to work;</p> <p>(c) the member's current weekly earnings have altered by reason of a change in employment circumstances;</p> <p>(d) the Authority considers that the member unreasonably did not accept—</p> <p>(i) an offer of suitable employment; or</p> <p>(ii) an offer of suitable employment which would result in increased weekly earnings or greater employment opportunities;</p> <p>(e) if the member accepted an offer of suitable employment, the Authority considers that the member—</p> <p>(i) did not actively take up the employment; or</p> <p>(ii) took up the employment but did not make a reasonable attempt to continue in, or carry out that the employment;</p> <p>(f) the Authority considers that the member did not make every reasonable effort efforts to—</p> <p>(i) participate in an occupational rehabilitation service or return to work plan; or</p> <p>(ii) return to work in suitable employment; or</p> <p>(iii) participate in assessments of the member's capacity, rehabilitation progress and future employment prospects when requested to do so from time to time by the Authority or its health professionals;</p> <p>(g) the Authority considers that the member's capacity or availability for employment has been materially reduced due to a cause that—</p> <p>(i) is within the member's control; and</p> <p>(ii) is not related to the personal injury entitling the member to weekly payments.</p>
119	93	Procedure for increase, reduction or termination	<p>The Authority may increase, reduce or terminate weekly payments of a member by serving the member with a written notice which must state—</p> <p>(a) in the case of an increase or reduction—</p> <p>(i) the new level of weekly payments payment amount; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(ii) when the new level of weekly payments payment amount will commence; and</p> <p>(b) in the case of a termination, when weekly payments will stop; and</p> <p>(c) the reasons for the increase, reduction or termination of weekly payments.</p>
120	94	Redemption of weekly payments and medical expenses	The Authority, by agreement with a member entitled under this Division to weekly payments or medical and like expenses, may redeem the member's future entitlement to weekly payments or medical and like expenses, or both , under this Division by paying the member the sum agreed between the member and the Authority.
Division 2 – Personal property Compensation for casual fire-fighters and volunteer auxiliary workers			
121	95, 96	<p>Claims procedure</p> <p>Entitlement to compensation for property loss and damage</p> <p>Duty of officer in charge</p>	<p>(1) — A claim for compensation under Part V of the Act must, with any variations that are necessary, comply with regulations 78 and 82.</p> <p>(2) — Subject to regulation 97, a claim must be lodged—</p> <p>(a) — in the case of a claim by a casual fire-fighter, with the officer in charge of operations at the fire giving rise to the claim for compensation; or for property loss and damage</p> <p>(b) (1) A member is entitled to compensation for destruction, damage or loss occurring in the case of a claim course of, or arising out of, performing service as a member in relation to—</p> <p>(a) wearing apparel or personal effects worn while performing the service; or</p> <p>(b) a motor vehicle, equipment or property owned by a volunteer auxiliary worker, with the secretary of, or in the brigade or possession of, the group secretary of member and used in the group performance of brigades who appointed the person as a volunteer auxiliary worker service.</p> <p>The person with whom (2) Despite subregulation (1), a claim is lodged under member is not entitled to compensation in respect of destruction, damage or loss of—</p> <p>(a) an aircraft; or</p> <p>(b) an unregistered motor vehicle that is used on a highway.</p> <p>(3) In this regulation 95(2) or any other officer designated by the Authority, must, as soon as practicable—</p> <p>(a) obtain a statement from any person who witnessed the incident giving rise to the claim for compensation; and</p> <p>(b) forward to the Authority the statement, together with a report of the circumstances of the incident giving rise to the claim for compensation and provide an opinion as to the claim.</p> <p>highway has the same meaning as in the Road Safety Act 1986;</p> <p>unregistered motor vehicle means a motor vehicle which is not registered under Part 2 of the Road Safety Act 1986 or a corresponding law of another State or a Territory.</p>
122		Property loss and damage	(1) The amount of compensation payable in respect of destruction, damage or loss of wearing apparel, personal effects, a motor vehicle, equipment or other officer designated by property is the amount the

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>Authority, must, as soon as practicable— considers reasonable for the indemnification for the destruction, damage or loss.</p> <p>(2) Despite subregulation (1)—</p> <p>(a) the amount of compensation payable in respect of destruction, damage or loss of wearing apparel or personal effects must not exceed an amount determined by the Authority from time to time; and</p> <p>(b) if the member is entitled to reimbursement under any policy of insurance or from any other source, the amount of compensation payable under this regulation is an amount equivalent to any financial loss, related to the destruction, damage or loss, which remains after that reimbursement and is determined reasonable by the Authority.</p>
123	98	Making a claim for compensation for property loss and damage	<p>(1) A claim for destruction, damage or loss of personal property must—</p> <p>(a) include an estimate of the cost of the destruction, damage or loss; and</p> <p>(b) be in the form determined by the Chief Executive Officer; and</p> <p>(c) be lodged with the Authority.</p> <p>(2) If a claim for compensation or the material accompanying the claim for compensation is incomplete or is insufficient to enable the Authority to determine the claim, the Authority may request further information from the member or the claimant before determining the claim.</p>
	97	Some claims for compensation may be lodged with Authority	<p>(1) — A claim for compensation under Part V of the Act in respect of personal injury may be lodged directly with the Authority if, after considering a request made under subregulation (2), the Authority is satisfied that in the circumstances it is not practicable for the casual fire-fighter or volunteer auxiliary worker to lodge the claim in accordance with regulation 95(2);</p> <p>(2) — (1) — A request must specify—</p> <p>— (a) — that the casual fire-fighter or volunteer auxiliary worker proposes to make a claim for personal injury; and</p> <p>— (b) — that, in the circumstances, it is not practicable for the casual fire-fighter or volunteer auxiliary worker to lodge the claim in accordance with regulation 95(2); and</p> <p>— (c) — the circumstances that make lodgement of the claim in accordance with regulation 95(2) impracticable.</p> <p>(3) — The Authority must advise the casual fire-fighter or volunteer auxiliary worker who made a request under this regulation of its decision to receive or not receive a claim for personal injury directly from the casual fire-fighter or volunteer auxiliary worker as soon as practicable after receiving the request.</p>
124		Claim arising out of transport accident	<p>A member seeking compensation for property loss or damage arising out of a transport accident must—</p> <p>(a) make a report to a police officer concerning the circumstances of the transport accident; and</p> <p>(b) provide a copy of the police report to the Authority when lodging the claim for compensation.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
125		Chief Executive Officer may request other report by officer in charge	<p>(1) The Chief Executive Officer may give a copy of the claim to—a claim for compensation for destruction, damage or loss of personal property to the officer in charge of the brigade to which the member belonged at the time of the destruction, damage or loss.</p> <p>(2) The Chief Executive Officer may request that the officer in charge of the brigade to which the member belonged at the time of the incident giving rise to the claim for compensation give the Chief Executive Officer—</p> <p>(a) a statement, signed by the officer in charge, of—</p> <p>(i) the circumstances of the incident giving rise to the claim for compensation;</p> <p>and</p> <p>(ii) the opinion of the officer as to the claim; and</p> <p>(b) a report from any person who witnessed the incident giving rise to the claim.</p>
126		Determination of claims for compensation for property loss and damage	<p>(1) The Authority must—</p> <p>(a) enquire into the circumstances of a claim for compensation lodged; and</p> <p>(b) determine the claim as soon as possible.</p> <p>(2) In determining a claim for compensation made under regulation 123, the Authority—</p> <p>(a) has power to do all things necessary or expedient to determine the claim; and</p> <p>(b) may take into account the negligence of the member making the claim after considering any additional material and submissions provided by the member.</p>
Division 5—Compensation for casual fire-fighters and volunteer auxiliary workers			
127		Claims procedure	<p>(1) A claim for compensation under Part V of the Act must—</p> <p>(a) be in a form approved by the Chief Executive Officer; and</p> <p>(b) if a claim for loss of income is made, be accompanied by—</p> <p>(i) a medical certificate in the form specified in subregulation (2) in respect of a period of incapacity not exceeding 28 days; and</p> <p>(ii) proof of loss of earnings, including but not limited to taxation returns, profit and loss statements, PAYG pay assessments and statements from an employer or the casual fire-fighter or volunteer auxiliary worker’s accountant; and</p> <p>(c) if the claim is in respect of the death of a casual fire-fighter or volunteer auxiliary worker, be accompanied by a copy of the death certificate.</p> <p>(2) For the purposes of subregulation (1), a medical certificate must—</p> <p>(a) be in a form approved by the Chief Executive Officer, having regard to the form approved by the Victorian WorkCover Authority for the purposes of section 25 of the Workplace Injury Rehabilitation and Compensation Act 2013; and</p> <p>(b) be issued by a medical practitioner; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) specify the expected duration of the casual fire-fighter or volunteer auxiliary worker's incapacity and whether the casual fire-fighter or volunteer auxiliary worker has a current work capacity or has no current work capacity during the period, not exceeding 28 days, stated in the certificate.</p> <p>(3) Despite subregulation (2)(c), the Authority may accept a medical certificate covering a period exceeding 28 days if the certificate states reasons why the certificate covers the longer period.</p> <p>(4) A medical certificate is of no effect to the extent that it relates to a period of time more than 90 days after the date the certificate is issued, unless the Authority otherwise determines.</p> <p>(5) A claim must be lodged with the Authority.</p> <p>(6) If a claim for compensation or the material accompanying the claim for compensation is incomplete or is insufficient to enable the Authority to determine the claim, the Chief Executive Officer may request further information from the casual fire-fighter or volunteer auxiliary worker or the claimant before determining the claim.</p>
128		Authority may provide claim to officer in charge or brigade secretary	<p>The Authority may give a copy of a claim for compensation to—</p> <p>(a) in the case of a claim made by a casual fire-fighter, the officer in charge of operations at the fire giving rise to the claim for compensation; or</p> <p>(b) in the case of a claim made by a volunteer auxiliary worker, the Secretarysecretary of the brigade or the group of brigades who appointed the person as a volunteer auxiliary worker.</p>
129	99	Authority may request report	<p>If a claim for personal injury is received by the Authority directly under regulation 97, the The officer in charge of operations at the a fire giving rise to the a claim for compensation, the relevant Secretarysecretary of the brigade or the group of brigades or any other officer designated by the Authority, must, on request by the Authority—</p> <p>(a) obtain a statement from any person who witnessed the incident giving rise to the claim for compensation in respect of a personal injury; and</p> <p>(b) forward to the Authority the—</p> <p>(i) any statement together with obtained under paragraph (a); and</p> <p>(ii) a report of the circumstances of the incident giving rise to the claim for compensation; and provide an</p> <p>(iii) the opinion of the relevant officer or secretary as to the claim.</p>
Part 7 - Fees and charges			
130	100	Fire protection charge	<p>(1) The Authority may, from time to time, may fix fees and charges for the following services provided by the Authority or officers of the Authority—</p> <p>(a) inspections in relation to applications made under the Building Act 1993;</p> <p>(b) the provision of advice on fire prevention and suppression matters;</p> <p>(c) the testing and inspection of fire prevention and suppression equipment.</p> <p>(2) The person requesting a service referred to in subregulation (1) must pay the fee or charge fixed by the Authority for the service.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
131	101	Emergency attendance	<p>(1) The following persons are liable to pay the relevant fee referred to in subregulation (3)—</p> <p>(a) the owner, occupier or owners corporation of premises on which is installed—</p> <p>(i) an automatic fire alarm system; or</p> <p>(ii) equipment designed to detect a fire or other emergency conditions and transmit a signal of the detection—</p> <p>for the attendance of a brigade in response to a false alarm of fire given by or originating from the system or equipment if the Authority is not satisfied that there was a reasonable excuse for the occurrence of the false alarm;</p> <p>(b) if ordered to do so by a court, a person who has been convicted of giving or causing to be given a false report of fire under referred to in section 107B(2) of the Act, if ordered to by a court, for the attendance of a brigade in response to the a false report; of a fire;</p> <p>(c) the owner or master of a vessel, for the attendance of a brigade in response to a fire on the vessel;</p> <p>(d) in respect of an attendance of a brigade in special circumstances requiring the protection of life or property in case of fire, the person requiring the attendance or the owner or occupier, as the case may be;</p> <p>(e) in respect of an attendance of a brigade in response to a hazardous material incident—</p> <p>(i) the owner or occupier of the premises at which the incident occurred; or</p> <p>(ii) if the incident occurred on a street, road or highway (however described), the owner or driver of the vehicle transporting the hazardous material involved in the incident.</p> <p>(2) If more than one person is liable under subregulation (1) to pay a relevant fee, each person referred to is liable to pay the fee.</p> <p>(3) The fee in respect of each appliance in attendance for each 15 20 minutes or part of 15-20 minutes during which the appliance is absent from its station is 39-45 103.2 fee units.</p> <p>(4) A In addition to the fee calculated in accordance with subregulation (3), a person who is liable to pay a fee under subregulation (3) for the attendance of a brigade in response to a hazardous material — incident ——— (1)(e) must, in addition to the fee required under that regulation, pay a charge to the Authority which is the amount equivalent to the cost of attending the incident calculated in accordance with subregulation (5).</p> <p>(5) The additional cost of attending a hazardous material incident is determined by calculating the expenses incurred by the Authority in attending or dealing with the effects of the incident and shall must be determined by assessing the following costs—</p> <p>(a) the cost of obtaining advice as to the chemical analysis and the environmental impact of materials involved in the incident or its containment;</p> <p>(b) the cost of testing, cleaning, maintaining, repairing or replacing protective equipment;</p> <p>(c) the costs of removal and disposal of materials;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(d) the cost of products purchased for or consumed in neutralising the hazard involved in the incident;</p> <p>(e) the cost of hiring and operating equipment and vehicles to deal with the hazard involved in the incident;</p> <p>(f) the cost of medical and like expenses in testing and treating any persons injured, or at risk of injury, in attending the incident in accordance with the Act or these regulations;</p> <p>(g) the cost of transporting any persons to deal with the hazard involved in the incident;</p> <p>(h) the cost of any accommodation and meals for any persons attending the incident in accordance with the Act or these regulations;</p> <p>(i) any other costs incurred by the Authority in attending the incident or dealing with the effects of the incident.</p>
132	102	Property protection and loss mitigation services	Subject to any direction given by the Minister under section 6A of the Act, the Authority may set charges under section 97C(2) of the Act as the Authority considers appropriate.
133	103	Road accident rescue	<p>(1) In respect of road accident rescue services provided to persons entitled to compensation under section 60(2)(a) of the Transport Accident Act 1986, the Authority may charge the Transport Accident Commission fees agreed on with the Transport Accident Commission, having regard to the matters set out in subregulation (43).</p> <p>(2) In respect of road accident rescue services provided to persons entitled to compensation under section 99(1)(a) of the Accident Compensation Act 1985 in relation to injuries sustained before 1 July 2014, the Authority may charge the person or body responsible for payment of compensation under that section the fees agreed with that person or body, having regard to the matters set out in subregulation (4):</p> <p>(3) In respect of road accident rescue services provided to persons entitled to compensation under section 224(1)(a) of the Workplace Injury Rehabilitation and Compensation Act 2013, in relation to injuries sustained on or after 1 July 2014, the Authority may charge the person or body responsible for payment of compensation under that section the fees agreed on with that person or body, having regard to the matters set out in subregulation (43).</p> <p>(4 3) The fees agreed on for the purposes of this regulation must take into account—</p> <p>(a) the relevant portion of the purchase or replacement cost of vehicles, equipment and protective clothing used to provide the services and other items used for the service services; and</p> <p>(b) the operating costs of providing the services, including maintenance costs and the costs of employing staff to operate the services; and</p> <p>(c) the organisational costs, including the cost of training people to provide the services, the coordination of the services, the welfare of people providing the services and the corporate support costs incurred in providing the services; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(d) any other costs incurred in providing the services.
134		Commercial events	<p>(1) The Authority may impose fees or charges on the promoter or organiser of a commercial event for the provision of services by officers or members, or both.</p> <p>(2) The Authority, from time to time, may fix fees or charges for services specified in subregulation (1).</p> <p>(3) In subregulation (1)—</p> <p>commercial event means a sporting, entertainment or other event—</p> <p>(a) where a fee is charged for admission to or participation in the event; or</p> <p>(b) that is commercial in nature; or</p> <p>(c) that is commercially promoted or sponsored.</p>
Part 8 – Fire Prevention			
Division 1 – Fire prevention committees Permits granted during a fire danger period			
	104	Election of representatives of groups of brigades on regional fire prevention committees	<p>(1) For the purposes of section 52(2)(b) of the Act, the prescribed manner for selection of delegates of each brigade in a group of brigades is by election at a meeting of the brigade where—</p> <p>— (a) the candidate who receives a majority of votes of members present and eligible to vote is to be elected; and</p> <p>— (b) if the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be elected as—</p> <p>the delegate.</p> <p>(2) For the purposes of section 52(2)(b) of the Act, the prescribed manner for election of representatives is as follows—</p> <p>— (a) not later than 45 days after receipt of notice from the Authority that an election is required, the secretary of each group of brigades operating in the region must call a meeting of the delegates of—</p> <p>the group;</p> <p>— (b) at the meeting, a ballot must be held and the candidate who receives the majority of the votes of persons present and eligible to vote and the person who receives the next highest number of votes—</p> <p>of persons present and eligible to vote are to be declared elected;</p> <p>— (c) if the highest number of votes is received by 2 candidates who receive an equal number of votes, they are both to be declared elected;</p> <p>— (d) if the highest number of votes is received by more than 2 candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine the 2 candidates to be—</p> <p>declared elected.</p> <p>(3) The secretary of the group must give written notice to the Authority of the names and addresses of the persons elected as representatives of the group.</p> <p>(4) For the purposes of section 56(b) of the Act, the prescribed time within which a group of brigades must elect a representative is 90 days.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
	105	Election of representatives of municipal councils to regional fire prevention committees	<p>(1) — For the purposes of section 52(2)(d) of the Act, the prescribed manner for election of representatives is set out in this regulation.</p> <p>(2) — At the next council meeting after a municipal council receives written notice from the Authority that the council's nomination is required, the council must nominate a candidate.</p> <p>(3) — Without delay, the council must notify the executive officer of the relevant regional fire prevention committee of the name of the nominee.</p> <p>(4) — Not less than one month after the request to each municipal council requiring a nomination, the executive officer of the regional fire prevention committee must forward to each municipal council a ——— ballot paper containing the names of all nominees and a notice specifying the closing date for returns.</p> <p>(5) — After the closing date for returns, the executive officer of the regional fire prevention committee must, in accordance with Schedule 11, declare elected—</p> <p>——— (a) — 2 candidates as members of the regional ——— fire prevention committee; and</p> <p>——— (b) — for the purposes of section 52(2B)(c) and (2C) of the Act, 2 candidates as deputy members of the regional fire prevention committee.</p> <p>(6) — The ballot paper under subregulation (4) must—</p> <p>——— (a) — contain names, in alphabetical order of the nominees; and</p> <p>——— (b) — identify the municipal council that nominated each person; and</p> <p>——— (c) — call on the municipal council to elect a representative by placing numbers, in order of preference, against the name of each nominee so that the smaller the number the higher the preference.</p> <p>(7) — Ballot papers that are not received by the executive officer of the regional fire prevention committee by the closing date of returns must be disregarded in the counting of the ballot.</p> <p>(8) — A municipal council must give written notice to the Authority of the names and addresses of the persons elected as representatives of the Council.</p> <p>(9) — For the purposes of section 56(b) of the Act, the prescribed time within which a municipal council must elect representatives is 90 days.</p>
	106	Election of brigade representatives to municipal fire prevention committees	<p>(1) — For the purposes of section 54(2)(b) of the Act, the prescribed manner for election of representatives is as follows—</p> <p>——— (a) — not later than 45 days after receipt of notice from the Authority that an election is required, the secretary of each brigade operating within the area must call a meeting of the brigade;</p> <p>——— (b) — at the meeting, a ballot must be held and the candidate who receives the majority of the votes of persons present and eligible to vote is to be declared elected;</p> <p>——— (c) — if the highest number of votes are received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine the candidate to be ———</p> <p>——— declared elected.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(2) — The secretary of the group must give written notice to the Authority of the name and address of the person elected as representative of the brigade.</p> <p>(3) — For the purpose of section 56(b) of the Act, the prescribed time within which a brigade must elect a representative is 90 days.</p>
	107	Election of brigade representatives to municipal fire prevention committees	<p>(1) — For the purposes of section 54(2)(c) of the Act, the prescribed manner for selection of delegates of each brigade in a group of brigades is by election at a meeting of the brigade where—</p> <p>— (a) — the candidate who receives a majority of votes of members present and eligible to vote is to be elected; and</p> <p>— (b) — if the highest number of votes are received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be elected as—</p> <p>— the delegate.</p> <p>(2) — For the purposes of section 54(2)(c) of the Act, the prescribed manner for election of representatives is as follows—</p> <p>— (a) — not later than 45 days after receipt of notice from the Authority that an election is required, the secretary of each group of brigades operating in the area must call a meeting of the delegates of the—</p> <p>— group;</p> <p>— (b) — at the meeting, a ballot must be held and the candidate who receives the majority of the votes of persons present and eligible to vote is to be declared elected;</p> <p>— (c) — if the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine the candidate to be declared elected.</p> <p>(3) — The secretary of the group must give written notice to the Authority of the name and address of the person elected as representative of the group.</p> <p>(4) — For the purposes of section 56(b) of the Act, the prescribed time within which a representative must be elected is 90 days.</p> <p>—</p>
	108	Minutes of meetings	<p>The person presiding at a meeting of a municipal fire prevention committee or a regional fire prevention committee must—</p> <p>— (a) — cause minutes of the meeting to be made and recorded; and</p> <p>— (b) — send a copy of the minutes to each member of the committee and to the officer in charge of the relevant fire control region; and</p> <p>— (c) — make the minutes available to the Authority on request.</p>
135	109	Grant of permits permit to burn vegetation to an	<p>(1) A permit granted during a fire danger period under section 38(1) of the Act must be—</p> <p>(a) in the form of set out in Schedule 122 if the permit is granted to the an approved officer in charge of a brigade or member to enable the brigade officers or members, or both, to burn off grass, stubble, weeds, scrub, undergrowth or other vegetation (, whether dead or alive) or other material; or.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
		approved officer or member	
136	109	Grant of permit to burn vegetation to other persons	A permit granted under section 38(1) of the Act must be in the form of set out in Schedule 13 3 if the permit is granted to a person, other than not acting in the capacity of an approved officer in charge of a brigade or member , to enable the person to burn off grass, stubble, weeds, scrub, undergrowth or other vegetation (, whether dead or alive) or- .
137	109	Grant of permit to burn other materials or substances	(c) — in any other case, in the form of Schedule 14. (2) The (1) A permit granted under section 38(1) of the Act must be in the form set out in Schedule 4 if the permit is granted to a person to burn specified materials or substances. (2) A permit referred to in subregulation (1) must specify each material or substance to be burned and must include reasonable conditions or restrictions to minimise the risks associated with burning each specified material or substance during a fire danger period.
138		General requirements for granting of permit to burn	A person granting a permit under section 38(1) of the Act must— (a) sign the permit; and (b) in the case of a permit referred to in subregulation (1)(b) or (c); (b) send a copy of the permit to the officer in charge of the brigade in whose brigade area the fire is to be lit.
139	110	Production of permit on demand	The holder It is a condition of a permit to light a fire during granted under section 38(1) of the fire danger period must Act that the holder of the permit, on demand by the Chief Officer, the officer in charge of a brigade, a fire prevention officer, a forest officer or a police officer, must produce the permit (or a copy of the permit) for inspection.
Division 2 - Fire prevention measures			
140	111	High risk activities	(1) For the purposes of section 39E(2)(a) of the Act, the following activities are prescribed to be high fire risk activities— (a) welding; (b) gas cutting; (c) soldering; (d) grinding; (e) charring; (f) the use of power operated abrasive cutting discs. (2) For the purposes of section 39E(2)(b) of the Act, the prescribed conditions are— (a) that the person ensures that, in conducting or engaging in the conduct of a high fire risk activity— (i) a shield or guard of fire resistant material is placed or erected in such a way as to prevent the emission of sparks, hot metal or slag; and (ii) the area for a radius of at least 1 2 5 metres from the activity is clear of all flammable material or wetted down sufficiently to prevent the spread of fire; and

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(iii) there is available for immediate use in the event of fire a reticulated water supply or an effective water spray pump of the knapsack pattern with a tank capacity of not less than 9 litres and that is fully charged with water; and</p> <p>(iv) cut-offs and electrode stubs from the activity are placed directly in a fire proof receptacle; or</p> <p>(b) that conducting or engaging in the conduct of a high fire risk activity is reasonable in the circumstances to—</p> <p>(i) prevent the occurrence of a fire; or</p> <p>(ii) extinguish or restrict the spread of a fire; or</p> <p>(iii) protect life or property; or</p> <p>(c) that conducting or engaging in the conduct of the high fire risk activity is for the purpose of training in fire-fighting techniques that—</p> <p>(i) take takes place at a designated training venue approved by the Chief Officer; and</p> <p>(ii) have has been approved by the Chief Officer.</p>
141	112	Fire prevention notices	<p>(1) For the purposes of section 41(3)(a) of the Act, a fire prevention notice must be in the the prescribed form is set out in Schedule 15 5.</p> <p>(2) For the purposes of section 41A(3)(b) of the Act—</p> <p>(a) the prescribed form of notice is set out in Schedule 16 6; and</p> <p>(b) the prescribed particulars are—</p> <p>(i) the substance of the steps to be taken to remove or minimise the threat of fire which are contained in the fire prevention notice; and</p> <p>(ii) the date by which the owner or occupier must comply with the fire prevention notice; and; which must not be less than 7 days after the service of the notice; and</p> <p>(iii) the address of the property or properties to which the fire prevention notice relates; and</p> <p>(iv) the name and position of the person who is serving the notice.</p> <p>(3) — A fire prevention notice in the form set out under regulation 108(1) of the Country Fire Authority Regulations 2004 for the purposes of section 41(3)(a) of the Act is taken to have been in the form prescribed — by this regulation.</p> <p>(4) — A form of notice set out under regulation 108(2) of the Country Fire Authority Regulations 2004 for the purposes of section 41A(3)(b) of the Act is taken to have been in the form prescribed by this regulation.</p>
142	115	Sawmills	<p>For the purposes of section 49 of the Act—</p> <p>(a) the disposal by burning of sawdust, bark edgings, wood or other flammable material must take place in a pit or burner—</p> <p>(i) approved in writing by the Chief Officer; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(ii) operated and maintained in compliance with the conditions specified in the Chief Officer's written approval; and</p> <p>(b) at any time a fire is burning in the pit or burner—</p> <p>(i) the minimum number of adults specified in the Chief Officer's written approval must be present; and</p> <p>(ii) the amount and type of fire suppression equipment specified in the Chief Officer's written approval must be available.</p>
143	113	Vehicular heat engines	<p>(1) For the purposes of section 50(2)(c) of the Act, the prescribed fire suppression equipment is—</p> <p>(a) at least one water spray pump of the knapsack pattern that—</p> <p>(i) is in proper working order; and</p> <p>(ii) is fully charged with water; and</p> <p>(iii) has a tank capacity of not less than 9 litres; and</p> <p>(iv) complies with AS 1687; or</p> <p>(b) at least one water (stored pressure) fire extinguisher that—</p> <p>(i) is in proper working order; and</p> <p>(ii) is fully charged with water and maintained at the correct pressure; and</p> <p>(iii) has a tank capacity of not less than 9 litres; and</p> <p>(iv) complies with AS/NZS 1841.1.</p> <p>(2) For the purposes of section 50(5) of the Act, a spark arrester must comply with the prescribed standard is AS 1019.</p>
144	114	Non vehicular heat engines	<p>(1) In this regulation, fire danger period includes a prohibited period declared under section 3 of the Forests Act 1958.</p> <p>(2) This regulation does not apply to—</p> <p>(a) a heat engine propelling or incorporated in a vehicle or machine to which section 50 of the Act applies; or</p> <p>(b) a chainsaw, plant or grass trimmer or lawn mower used in on green vegetation.</p> <p>(3) A person must not use a heat engine in the open air in the country area of Victoria (not including a fire protected area,) unless—</p> <p>(a) the heat engine is fitted with an efficient spark arrester; and</p> <p>(b) if a fire danger period is in force in the area of use—</p> <p>(i) the area around the heat engine is cleared of flammable material for a radius of not less than 3 metres; or</p> <p>(ii) subject to subregulation (4), a person, who has the capacity and the means to extinguish a fire, is in attendance at all times the heat engine is in operation together and has with them the</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>fire suppression equipment referred to specified in regulation 143(1) or other fire suppression equipment of the type and number approved by the Chief Officer.</p> <p>Penalty: 10 penalty units.</p> <p>(4) The Chief Officer may exempt a person from compliance with subregulation (3)(b)(ii) where the Chief Officer considers it appropriate in the circumstances.</p>
	115	Sawmills	<p>For the purposes of section 49 of the Act—</p> <p>(a) the disposal by burning of sawdust, bark edgings, wood or other flammable material must take place in a pit or burner—</p> <p>(i) approved by the Chief Officer; and</p> <p>(ii) operated and maintained to the satisfaction of the Chief Officer; and</p> <p>(b) at any time a fire is burning in the pit or burner—</p> <p>(i) the number of adults specified by the Chief Officer must be present; and</p> <p>(ii) the amount and type of fire suppression equipment specified by the Chief Officer must be available.</p>
Part 9 - Alarm monitoring information			
145	116	Information in the case of an alarm pre-connection	<p>(1) For the purposes of section 50AA(1) of the Act, the following information is the prescribed information in the case of an alarm pre-connection—</p> <p>(a) the name of the alarm monitoring service;</p> <p>(b) details of the site to be monitored, including the name, street, nearest cross-street, suburb, Persistent Feature Identifier and GPS coordinates;</p> <p>(c) customer details, including entity name, postal address, contact name and telephone number;</p> <p>(d) alarm number;</p> <p>(e) whether the alarm system has previously been connected to the Computer Aided Dispatch system by another alarm monitoring service.</p> <p>(2) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) is—</p> <p>(a) 5 working days before the connection of the alarm; or</p> <p>(b) if 5 working days before the connection is not practicable because the request to connect the alarm is made less than 5 working days before the alarm is to be connected, as close to 5 working days before the connection as is reasonably possible.</p>
146	117	Information in the case of an alarm connection	<p>(1) For the purposes of section 50AA(1) of the Act, the following information is the prescribed information in the case of an alarm connection—</p> <p>(a) the name of the alarm monitoring service;</p> <p>(b) details of the site being monitored, including the name, street, nearest cross-street, suburb, Persistent Feature Identifier and GPS coordinates;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) customer details, including entity name, postal address, contact name and telephone number;</p> <p>(d) alarm details, including the following (if available)—</p> <ul style="list-style-type: none"> (i) alarm number; (ii) alarm signalling equipment address; (iii) alarm signalling equipment location; (iv) input device numbers; (v) input device alarm types; (vi) input device locations; (vii) whether or not the input is an automatic alarm; <p>(e) date of connection;</p> <p>(f) whether the alarm system has been tested end-to-end from the site being monitored to the Computer Aided Dispatch service provider to the Authority in real time and found to be operating correctly;</p> <p>(g) confirmation that the direct access location has been verified on the Computer Aided Dispatch map.</p> <p>(2) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) is within 24 hours after the connection of the alarm.</p>
147	118	Information in the case of an alarm modification	<p>(1) For the purposes of section 50AA(1) of the Act, the prescribed information in the case of a modification is particulars of any modification of any of the following details—</p> <ul style="list-style-type: none"> (a) the name of the alarm monitoring service; (b) details of the site being monitored, including the name, street, nearest cross-street, suburb, Persistent Feature Identifier and GPS coordinates; (c) (c) customer details, including entity name, postal address, contact name and telephone number; (d) alarm details, including the following (if available)— <ul style="list-style-type: none"> (i) alarm number; (ii) alarm signalling equipment address; (iii) alarm signalling equipment location; (iv) input device numbers; (v) input device alarm types; (vi) input device locations; (vii) whether or not the input is an automatic alarm; (viii) the previous alarm number (if the alarm number has changed); <p>(de) relevant fire station and key peg numbers (if provided by the Authority);</p> <p>(ef) date of modification.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(2) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) is within 24 hours after the modification.
148	119	Information in the case of an alarm disconnection	<p>(1) For the purposes of section 50AA(1) of the Act, the following information is the prescribed information in the case of an alarm disconnection or proposed disconnection—</p> <ul style="list-style-type: none"> (a) the name of the alarm monitoring service; (b) (b) customer details, including entity name, postal address, contact name and telephone number; (c) alarm details, including the following (if available)— <ul style="list-style-type: none"> (i) alarm number; (ii) input device numbers; (iii) input device alarm types; (iv) input device locations; (v) whether or not the input is an automatic alarm; (cd) whether the disconnection relates to all or part of the alarm system and, if appropriate, which part or parts are being disconnected; (de) the date of a the proposed disconnection; (ef) whether the disconnection is, or is to be, permanent or temporary; (fg) the building permit number (if applicable.); (h) details of the site being monitored; and (i) reasons for the disconnection. <p>(2) For the purposes of section 50AA(1) of the Act—</p> <ul style="list-style-type: none"> (a) in the case of an alarm being disconnected pursuant to a building permit issued under the Building Act 1993, the prescribed period for providing the information in subregulation (1) is within 24 hours after the disconnection of the alarm; and (b) in any other case, the prescribed period for providing the information in subregulation (1) is 6 weeks before the proposed disconnection of the alarm.
149	120	Information in the case of failure of alarm monitoring system	<p>(1) For the purposes of section 50AA(1) of the Act, in the case of a failure by an alarm monitoring system to be able to automatically process and transmit an alarm of fire, the prescribed information is the alarm monitoring service and the time and date of the failure.</p> <p>(2) For the purposes of section 50AA(1) of the Act, in the case of the reinstatement of a failed alarm monitoring system, the prescribed information is the time and date of the reinstatement.</p> <p>(3) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) or (2) is the period specified by the Authority in the written notice given under that subsection is within 15 minutes of the failure of the alarm monitoring system.</p> <p>(4) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (2) is within 1 hour of the reinstatement of a failed alarm monitoring system.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
150	121	Isolation and testing data	<p>(1) For the purposes of section 50AA(1) of the Act, the prescribed information in the case of a review of the isolation and testing records of all alarms connected to an alarm monitoring service is the raw data generated by alarm signalling equipment connected to the alarm monitoring service regarding the isolation and testing of the equipment.</p> <p>(2) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) is the period specified by the Authority in the written notice given under that subsection within 5 working days after the review.</p>
151	122	Information for verification purposes	<p>(1) For the purposes of section 50AA(1) of the Act, the prescribed information in the case of the verification of all alarms connected to an alarm monitoring service is the raw data generated by alarm signalling equipment connected to the alarm monitoring service in relation to the following—</p> <ul style="list-style-type: none"> (a) the name of the alarm monitoring service; (b) (b) customer details, including entity name, postal address, contact name and telephone number; (c) details of the site being monitored, including the name, street, nearest cross-street, suburb, Persistent Feature Identifier and GPS coordinates; (d) details of each alarm, including the following (if available)— <ul style="list-style-type: none"> (i) alarm number; (ii) alarm signalling equipment address; (iii) alarm signalling equipment location; (iv) input device numbers; (v) input device alarm types; (vi) input device locations; (vii) whether or not the input is an automatic alarm; (e) the fire station and key peg numbers (if provided by the Authority). <p>(2) For the purposes of section 50AA(1) of the Act, the prescribed period for providing the information in subregulation (1) is the period specified by within 24 hours after the verification.</p>
Part 10 – Community Fire refuges			
152		Places prescribed to be community fire refuges	<p>For the purposes of the definition of community fire refuge in section 50A of the Country Fire Authority in the written notice given under that subsection. Act 1958, the following places are prescribed—</p> <ul style="list-style-type: none"> (a) the Blackwood Community Fire Refuge, being the building known as the Blackwood Country Fire Authority Station located at 2 Terrill Street, Blackwood in the Shire of Moorabool, shown hatched on the sketch plan in Schedule 7; (b) the East Warburton Community Fire Refuge, being the building known as the Library and Learning Centre at the Millwarra Primary School—East Warburton Campus located at 397 Woods Point Road, East Warburton in the Shire of Yarra Ranges, shown hatched on the sketch plan in Schedule 8;

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) the Ferny Creek Community Fire Refuge, being the building known as the Library and Learning Centre at the Ferny Creek Primary School located at School Road, Ferny Creek in the Shire of Yarra Ranges, shown hatched on the sketch plan in Schedule 9;</p> <p>(d) the Millgrove Community Fire Refuge, being the building known as the Wesburn-Millgrove Country Fire Authority Station located at 3060 Warburton Highway, Millgrove in the Shire of Yarra Ranges, shown hatched on the sketch plan in Schedule 10;</p> <p>(e) the Lavers Hill Community Fire Refuge, being the building known as the Otway Country Fire Authority Station located at 8-14 Lavers Hill-Cobden Road, Lavers Hill in the Shire of Colac Otway, shown hatched on the sketch plan in Schedule 11.</p>

Schedule 2 – Brigade Model Rules

		Status	Section
Removed			<p>PART 1</p> <p>Definitions</p> <p>In these Rules—</p> <p>member or member of a brigade does not include a member on probation, a junior member or an honorary life member who is not otherwise a member;</p> <p>officer in charge of a brigade means—</p> <p>— (a) — a person appointed by the Authority as the officer in charge of the brigade; or</p> <p>— (b) — if an officer in charge has not been appointed by the Authority, the highest ranking volunteer officer of the brigade;</p> <p>resolution or resolution of the brigade means a resolution by a majority of members present and eligible to vote at a meeting held in accordance with these Rules;</p> <p>the Regulations means the Country Fire Authority Regulations 2014.</p>
Removed			<p>2 — Object of brigade</p> <p>The object of the brigade is to serve the community by protecting life and property from the threat of fire or other emergency.</p>
26			<p>3 Categories of members</p> <p>A brigade may have the following categories of members—</p> <p>(a) senior members; General Member</p> <p>(b) junior members.</p>
27			<p>4 — Criteria for senior membership</p> <p>(1) — This rule applies to a person's eligibility—</p> <p>(a) — to join, or to transfer to, a brigade as a senior member; or</p> <p>(b) — to remain a senior member of a brigade.</p> <p>(2) — A person is eligible if—</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(a) the person is capable of performing the duties of a member of the brigade without endangering the person's own safety or the safety of others; and</p> <p>(b) the person is 16 years of age or more; and</p> <p>(c) the person is reasonably available to carry out the functions and duties of a member of a brigade; and</p> <p>(d) the person is a fit and proper person to be a member.</p> <p>Replaced With</p> <p>27 Criteria for general membership</p> <p>(1) This regulation applies to a person's eligibility—</p> <p>(a) to join, or to transfer to, a brigade, including a newly formed brigade, as a general member; or</p> <p>(b) to remain a general member of a brigade.</p> <p>(2) A person is eligible if the person is—</p> <p>(a) capable of performing the functions and duties of a member of the brigade without endangering the person's own safety or the safety of others; and</p> <p>(b) 16 years of age or more; and</p> <p>(c) reasonably available to carry out the functions and duties of a member of a brigade; and</p> <p>(d) a fit and proper person to be a member.</p> <p>(3) The Authority may waive the requirement in subregulation (2)(b) if it considers that special circumstances exist.</p>
29			<p>5 Membership</p> <p>(1) A person who wishes to join the brigade must—</p> <p>(a) apply to the brigade for membership; and</p> <p>(b) satisfy the requirements of the regulations.</p> <p>(2) Under regulation 37(4), the Authority may refuse to enrol a person as a member of a brigade.</p> <p>Replaced With</p> <p>29 Application for enrolment as a member</p> <p>(1) A person eligible to apply to join a brigade as a general member under regulation 27 or a junior member under regulation 28 may apply to the Authority for that membership.</p> <p>(2) An application under subregulation (1) must be in writing and specify—</p> <p>(a) the name of the brigade the applicant wishes to join; and</p> <p>(b) the category of membership being applied for; and</p> <p>(c) details of the proposed member, including family and given names, home address, postal address, telephone number and email address; and</p> <p>(d) details of any relevant medical conditions; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(e) details of any current or past membership of brigades.</p> <p>(3) An application under subregulation (1) to join a brigade as a member under the age of 18 (whether as a general member or as a junior member) must be accompanied by the written consent of a parent or guardian of the applicant.</p>
17, 33			<p>6 Probationary membership During the probation period under regulation 38, the member is not entitled— (a) to vote at meetings of the brigade; or (b) to be counted as part of a quorum; or (c) to stand for election as an officer of the brigade or a group.</p> <p>Replaced with 33 Probationary period (1) Unless the Authority otherwise determines, the enrolment by the Authority of a person as a member of a brigade is probationary for the first 6 months. (2) A person transferring from one brigade to another brigade who is not already on probation may apply to the Authority to have the period of probation referred to in subregulation (1) waived. (3) The Authority may vary the probation period before the expiry of the probation period.</p>
28			<p>7 Junior members (1) A person who is aged 11 years or more, but less than 16 years, is eligible to be enrolled as a junior member of a brigade. (2) Rule 4 applies to a junior member applying for enrolment as a senior member of a brigade. (3) A junior member is not entitled to vote at brigade meetings or stand for election as an officer of a brigade or group. (4) A junior member may undertake activities including social activities, sporting activities, community service, fundraising and training in first aid and practical skills. (5) A junior member must not attend at a fire or other emergency.</p> <p>Replaced with 28 Criteria for junior membership (1) A person who is 11 years of age or more, but less than 16 years of age, is eligible to be enrolled as a junior member of a brigade. (2) A junior member— (a) is not entitled to vote at brigade meetings or stand for election as an officer of a brigade or group; and (b) may undertake activities including social activities, sporting activities, community service, fundraising and training in first aid and practical skills; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(c) must not attend at a fire or other emergency.
Removed			8—Honorary life membership The brigade may, by resolution and with the approval of the Authority, invite a person to be an honorary life member of the brigade.
22			9—Rules (1) The brigade may, by resolution and with the approval of the Authority, make rules not inconsistent with the Country Fire Authority Act 1958 or these Regulations: (2) These Rules may be amended by the brigade if— (a) at least one month before the proposal to amend is put to a brigade meeting, each member is given notice of the proposal; and (b) at the meeting at which the proposed amendment is put to the brigade, at least two-thirds of the members present and eligible to vote support the proposal; and (c) the proposed amendment is not inconsistent with the Country Fire Authority Act 1958 or these Regulations; and (d) the Authority approves of the amendment under regulation 33. Replaced with Brigade rules (1) A brigade, with the approval of the Authority, may— (a) adopt rules to govern the administration and management of the brigade; and (b) amend rules adopted under paragraph (a). (2) A rule adopted or amended under subregulation (1) must not be inconsistent with the Act or these Regulations or any model rules made by the Authority under regulation 24(1)(a). (3) The Authority may disallow or amend any rules that have been adopted by a brigade under subregulation (1) at any time. (4) If a brigade has not adopted any rules under subregulation (1), the rules made by the Authority under regulation 24(1)(a) apply to that brigade.
Removed			Part 2—Meetings 10—Number of meetings The brigade must meet— (a) at least once each year; or (b) the number of times directed by the Authority for brigades of the brigade's classification— whichever is the greater.
Removed			11—Determination by brigade

2025 Reference	2014 Reference	Clause Heading	Wording
			All matters to be determined by the brigade must be determined at a meeting of the brigade held in accordance with these Rules, unless the matter is delegated to a brigade committee in accordance with these Rules.
Removed			12 — Chairing of meeting Meetings of a brigade must be chaired by— — (a) — the highest ranking volunteer officer present; or — (b) — if the brigade has elected a member as president of the brigade—by the president; or — (c) — despite paragraphs (a) and (b), if the meeting nominates a chairperson for the meeting—the person so nominated.
Removed			13 — Procedure — (1) — The chairperson of a meeting must— — (a) — put to the vote of the meeting all matters for determination by the brigade; and — (b) — declare as carried a motion that receives a majority of votes of persons present and eligible to vote: — (2) — If a motion, other than a motion for the election of officers or delegates of the brigade, receives an equal number of votes, the chairperson has a casting as well as a deliberative vote.
17			14 — Eligibility to vote Subject to these Rules, all members are eligible to vote at brigade meetings. Replaced with Ineligibility to vote The following members are not eligible to vote at any meeting of a brigade or group of brigades or any election for a brigade officer, an officer of a group or a deputy officer of a group— (a) a junior member; (b) a member on probation; (c) a member on an approved leave of absence; (d) a member whose enrolment is suspended. Note See also regulations 33 and 36.
Removed			15 — Quorum — (1) — For the purpose of meetings held under these rules, a quorum for brigade meetings is the lesser of— — (a) — 15 members; or — (b) — half the number of members of the brigade. — (2) — Despite subrule (1) if—

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(a) the brigade at its annual meeting— (i) determines that it cannot meet the quorum requirements in subrule (1); and (ii) specifies a quorum which it can meet; and (b) the Authority approves the specified quorum or specifies a quorum that is less than the quorum set out in subrule (1)— the quorum approved or specified by the Authority is the quorum for brigade meetings.</p>
Removed			<p>16 Annual general meeting (1) The brigade must hold an annual general meeting each year. (2) The secretary must notify each member in writing— (a) of the date, place and time of the annual general meeting; (b) if the election of officers of the brigade is to take place at the meeting, that nominations for officer positions are invited. (3) Notification be given by— (a) posting or delivering the notice to the member's last known address; or (b) electronic communication to the electronic address of the member; or (c) publishing the notice in a newspaper circulating in the area.</p>
Removed			<p>17 Matters at an annual general meeting (1) The secretary or, if the brigade has a treasurer, the treasurer must, at each annual general meeting— (a) table the financial statements of the brigade in respect of the last financial year; and (b) make a full report of the activities and financial operations and position of the brigade; and (c) ensure that full reports of the activities and financial operations and position of clubs and auxiliary bodies associated with the brigade are made. (2) If the brigade has a management team, the president must make a full report at the annual general meeting of the team's activities since the last annual general meeting.</p>
43, 44			<p>18 Election of officers The president of the brigade or, if there is no president, the secretary must ensure that— (a) an election of officers of the brigade is held at every second annual general meeting in accordance with the Regulations; and (b) officers are elected in order of rank beginning with the highest rank.</p> <p>Replaced with 43 Elections of brigade officers (1) The Authority must determine which brigades must hold elections for brigade officers in years designated by— (a) an odd number; or</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(b) an even number.</p> <p>(2) A brigade must hold an election for brigade officers in the month and the year determined by the Authority for the brigade.</p> <p>(3) A majority of votes of members present and eligible to vote is sufficient to secure election.</p> <p>(4) If the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must call for a second vote.</p> <p>(5) If in the second vote the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected.</p> <p>44 Seniority of officers of brigades Each brigade must determine the relative seniority of the officers of that brigade.</p>
Removed			<p>19 — Nomination of officers Unless the brigade has determined otherwise at a previous annual general meeting, a nomination for election as an officer may be made— — (a) — at the meeting at which the election is to be held; or — (b) — before that meeting. 20 — Casual vacancies</p>
47			<p>20 — Casual vacancies If a casual vacancy arises in the office of any officer, the brigade must elect an officer to fill the vacancy in accordance with these Rules and the Regulations— — (a) — at the next meeting of the brigade after the brigade received notice of the vacancy; or — (b) — at a special meeting called to fill the vacancy.</p> <p>Replaced with: Casual vacancies</p> <p>(1) This regulation applies if, before the term of office expires, the officer— (a) resigns from the position or is disqualified from holding the position; or (b) ceases to be a member.</p> <p>(2) The brigade must, as soon as is practicable after receiving notice of a matter referred to in subregulation (1), elect a member to replace the officer.</p> <p>(3) A member elected under subregulation (2) holds office for the remainder of the term of office of the replaced officer.</p>
Removed			<p>21 — Procedural matters Except where otherwise specified in these Rules, procedural matters at meetings are to be determined by the chairperson.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
Removed			<p>22 — Special meetings</p> <p>— (1) — A special meeting of the brigade—</p> <p>— (a) — may be called at the initiative of the highest ranking elected officer; and</p> <p>— (b) — must be called by the secretary if requested in writing by not less than 7 members of the brigade:</p> <p>— (2) — A notice calling a special meeting must—</p> <p>— (a) — be in writing; and</p> <p>— (b) — specify—</p> <p>— (i) — the date, time and place of the meeting; and</p> <p>— (ii) — the business to be conducted at the meeting; and</p> <p>— (c) — be given to each member not less than 4 days before the meeting:</p> <p>— (3) — A notice must be given under subrule 2(c) in the manner prescribed for notification of an annual general meeting under rule 16(3):</p> <p>— (4) — Business that is not specified in the notice calling a special meeting must not be dealt with at the special meeting.</p>
20			<p>23 — Formation of a group of brigades</p> <p>— (1) — A group of brigades may be formed in accordance with this rule:</p> <p>— (2) — At a meeting of a maximum of 2 delegates appointed by each brigade in the area in which the proposed group would operate—</p> <p>— (a) — the meeting must elect the officers of the group; and</p> <p>— (b) — each brigade delegate has one vote; and</p> <p>— (c) — a majority of votes of delegates present and eligible to vote is sufficient to secure election</p> <p>— (3) — If 2 or more candidates receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected.</p> <p>Replaced with</p> <p>20 Application for formation of a group of brigades</p> <p>(1) A group of brigades may be formed in accordance with this regulation.</p> <p>(2) A meeting of a maximum of 2 delegates appointed by each brigade in the area in which the proposed group of brigades would operate must be held to—</p> <p>(a) resolve to form a group of brigades; and</p> <p>(b) elect officers of the group of brigades.</p> <p>(3) At a meeting held under subregulation (2)—</p> <p>(a) each brigade delegate has one vote; and</p> <p>(b) a majority of votes of delegates present and eligible to vote is sufficient to secure election as officer; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(c) if 2 or more candidates receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected as an officer.</p> <p>(4) Following a meeting held under subregulation (2), an application for the formation of a group of brigades must be made to the Authority in writing by the secretary of the proposed group of brigades or a delegate who was in attendance at the meeting.</p> <p>(5) An application referred to in subregulation (4) must specify the following—</p> <p>(a) the proposed name of the group of brigades;</p> <p>(b) the proposed brigades to form the group of brigades;</p> <p>(c) the officers elected and their positions;</p> <p>(d) the date delegates of the brigades met and by a majority of delegates present resolved to form a group of brigades and elect its officers;</p> <p>(d) the names of delegates present and their brigades.</p> <p>(6) The Authority may approve an application received under subregulation (4).</p>
Defined in Section 5 and mentioned in 32.2			<p>24 Management team</p> <p>(1) The brigade may, by resolution at a brigade meeting, appoint a management team to manage and administer the affairs of the brigade:</p> <p>(2) The management team consists of—</p> <p>(a) elected officers of the brigade; and</p> <p>(b) any other members that are elected by the brigade as members of the management team:</p> <p>(3) The brigade may elect one of the members of the management team as president of the brigade:</p>
Removed			<p>25 Meetings of the management team</p> <p>(1) The management team must meet as often as is necessary to carry out its functions:</p> <p>(2) The management team must be chaired by—</p> <p>(a) the president of the brigade; or</p> <p>(b) if there is no president, or the president is absent, the team member elected by the team to chair meetings or chair that meeting:</p> <p>(3) All team members are eligible to vote at a meeting of the management team:</p> <p>(4) A motion is carried at a meeting of the management team if it receives a majority of votes of persons present and eligible to vote:</p> <p>(5) If a motion receives an equal number of votes, the chairperson has a casting as well as a deliberative vote:</p>
Removed			<p>26 Delegation to management team</p> <p>(1) Subject to subrule (2), a decision of the management team has effect only when approved by a resolution of the brigade:</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			———— (2) ——— Subrule (1) does not apply to a matter or a class of matters responsibility for which has been delegated to the management team by a resolution of the brigade.
47			<p>27 ——— Casual vacancies If a casual vacancy occurs in the office of a member elected as a member of the management team, the management team may co-opt a member of the brigade to the team for the remainder of the term for which the management team member was elected.</p> <p>Replaced with: Casual vacancies</p> <p>(1) This regulation applies if, before the term of office expires, the officer— (a) resigns from the position or is disqualified from holding the position; or (b) ceases to be a member.</p> <p>(2) The brigade must, as soon as is practicable after receiving notice of a matter referred to in subregulation (1), elect a member to replace the officer.</p> <p>(3) A member elected under subregulation (2) holds office for the remainder of the term of office of the replaced officer.</p>
Removed			<p>28 ——— Sub-committees ———— (1) ——— The management team may— ———— (a) ——— form sub-committees to advise on any matter or class of matters; and ———— (b) ——— appoint to a sub-committee members of the management team or other members of the brigade. ———— (2) ——— The provisions of these Rules that apply to the management team apply with any modifications that are necessary to each sub-committee of the management team.</p>
79			<p>Part 4 — Finance ———— 29 ——— Records ———— (1) ——— The secretary or, if the brigade has a treasurer, the treasurer must ensure that the following books or records are established and maintained— ———— (a) ——— cash receipt book; ———— (b) ——— cash payment book; ———— (c) ——— bank pay-in book; ———— (d) ——— minute book with numbered pages; ———— (e) ——— records of approvals for fund raising activities and grants; ———— (f) ——— financial records of fund raising activities and grants; ———— (g) ——— petty cash book. ———— (2) ——— The secretary or, if the brigade has a treasurer, the treasurer must ensure that—</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>— (a) — a document that is required to be kept as part of a book or record referred to in subrule (1) is kept for 7 years from the date of the document's creation; and</p> <p>— (b) — each of the brigade's financial statements is kept for 7 years from the date of submission of the financial statements to the Authority under the Regulations.</p> <p>— (3) — The secretary or, if the brigade has a treasurer, the treasurer must ensure that a register of the assets of, and assets held on behalf of, the brigade is established and maintained.</p> <p>Replaced with 79 Financial records must be kept The treasurer of a brigade or group of brigades must ensure that proper accounts and records of the financial transactions, affairs and assets of the brigade or group are kept.</p>
Removed			<p>30 — Investment</p> <p>— (1) — Subject to a resolution of the brigade, any 2 of the secretary and officer in charge of a brigade or other officers of the brigade approved by the brigade, may invest money of the brigade in accordance with Part I of the Trustee Act 1958 as if the brigade were a trustee within the meaning of that Part.</p> <p>— (2) — The determination of whether to approve a matter for the purposes of this rule must be by a resolution of the brigade.</p>
Removed			<p>31 — Bank accounts</p> <p>— (1) — A brigade —</p> <p>— (a) — must have one general purpose bank account; and</p> <p>— (b) — may have as many special purpose bank accounts as are approved by the Authority.</p> <p>— (2) — If the brigade has only a general purpose account —</p> <p>— (a) — all money received by or on behalf of the brigade must be paid into the general purpose account; and</p> <p>— (b) — all payments by or on behalf of the brigade must be paid out of the general purpose account.</p> <p>— (3) — If a brigade has one or more special purpose accounts there must be paid —</p> <p>— (a) — into each special purpose account all money received by or on behalf of the brigade for the purpose for which the account was established; and</p> <p>— (b) — out of each special purpose account all payments for the purpose for which the account was established; and</p> <p>— (c) — into the general purpose account all money received by or on behalf of the brigade other than money required to be paid into a special purpose account; and</p> <p>— (d) — out of the general purpose account all payments, other than those payments required to be paid out of a special purpose account.</p> <p>— (4) — The opening of any bank account or the withdrawal of money from a bank account must be in accordance with a resolution of the brigade.</p>

2025 Reference	2014 Reference	Clause Heading	Wording
Removed			<p>32 — Petty cash</p> <p>— (1) — The brigade, by resolution, may advance the secretary or, if the brigade has a treasurer, the treasurer not more than \$500 as petty cash.</p> <p>— (2) — Each withdrawal must —</p> <p>— (a) — be recorded in the petty cash book by the secretary or, if the brigade has a treasurer, by the treasurer; and</p> <p>— (b) — be approved by the brigade's highest ranking elected officer.</p>
Removed			<p>33 — Purchasing</p> <p>— (1) — Subject to subrule (2), each purchase, other than a purchase out of the petty cash fund, must be approved by resolution of the brigade.</p> <p>— (2) — Subject to the approval of the Authority, the brigade may, by resolution, delegate to a member the power to authorise specified purchases.</p>
Removed			<p>34 — Signatories</p> <p>A brigade cheque must be signed by any 2 of the officer in charge of the brigade, the secretary, the treasurer, if the brigade has a treasurer, or an officer authorised for this purpose by resolution of the brigade.</p>
Removed			<p>35 — Payment</p> <p>— (1) — The secretary or, if the brigade has a treasurer, the treasurer may authorise payment for goods or services after checking that the goods or services —</p> <p>— (a) — have been received; and</p> <p>— (b) — comply with the purchase order.</p> <p>— (2) — The secretary or, if the brigade has a treasurer, the treasurer must ensure that all payments, other than payments out of petty cash, are made by cheque or electronic funds transfer.</p>
81			<p>36 — Reporting</p> <p>The secretary or, if the brigade has a treasurer, the treasurer must, at each meeting of the brigade, report to the brigade on all transactions since the last meeting.</p> <p>Replaced with</p> <p>81 Financial statements to be prepared and submitted to the Authority</p> <p>(1) As soon as practicable after the end of each financial year, the treasurer must prepare financial statements that show the financial operations and financial position of the brigade or group of brigades for that year, and submit the financial statements to the Authority not later than the date specified by the Chief Executive Officer.</p> <p>(2) The Chief Executive Officer must give at least 28 days written notice of a date specified under subregulation (1).</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			(3) Financial statements submitted under subregulation (1) must be in the form specified by the Chief Executive Officer.
Schedule 6 – Group Model Rules			
Removed			<p>Part 1—General</p> <p>1—Definitions</p> <p>(1) In these Rules—</p> <p>brigade delegate means a person who is appointed by a brigade under the Rules of the brigade as a delegate to represent the brigade at meetings of the group and is eligible to vote at meetings of the group;</p> <p>group or group of brigades means a group of brigades formed under section 23A of the Country Fire Authority Act 1958;</p> <p>resolution or resolution of the group means a resolution by a majority of brigade delegates of member brigades present and eligible to vote at a meeting held in accordance with these Rules;</p> <p>the Regulations means the Country Fire Authority Regulations 2014.</p> <p>(2) A reference in these Rules to a meeting of a group of brigades is a reference to a meeting of the delegates of the brigades that are members of the group.</p>
Removed			<p>2—Object of the group</p> <p>The object of the group of brigades is to serve the community by protecting life and property from the threat of fire or other emergency and coordinating activities of brigades that are members of the group.</p>
23			<p>3—Rules</p> <p>(1) The group of brigades may, by resolution and with the approval of the Authority, make rules not inconsistent with the Country Fire Authority Act 1958 or the Regulations:</p> <p>(2) These Rules may be amended by the group of brigades if—</p> <p>(a) at least one month before the proposal to amend is put to a group meeting, each member brigade is given notice of the proposal; and</p> <p>(b) at the meeting at which the proposed amendment is put to the group, at least two-thirds of the brigade delegates present and eligible to vote support the proposal; and</p> <p>(c) the proposed amendment is not inconsistent with the Country Fire Authority Act 1958 or the Regulations; and</p> <p>(d) the Authority approves of the amendment under regulation 34.</p> <p>Replaced with:</p> <p>23 Rules for groups of brigades</p> <p>(1) A group of brigades may, with the approval of the Authority—</p> <p>(a) adopt rules to govern the administration and management of the group; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(b) amend rules adopted under paragraph (a).</p> <p>(2) A rule adopted or amended under subregulation (1) must not be inconsistent with the Act or these Regulations or any model rules made by the Authority under regulation 24(1)(b).</p> <p>(3) The Authority may disallow or amend any rules that have been adopted by a group of brigades under subregulation (1) at any time.</p> <p>(4) If a group of brigades has not adopted any rules under subregulation (1), the rules made by the Authority under regulation 24(1)(b) apply to that group.</p>
Removed			<p>Part 2—Meetings</p> <p>4—Number of meetings</p> <p>Meetings of the group of brigades must be held—</p> <p>—(a)—at least twice in each year; or</p> <p>—(b)—the number of times directed by the Authority or determined by the group—</p> <p>whichever is the greater</p>
Removed			<p>5—Determination by group</p> <p>All matters to be determined by the group of brigades must be determined at a meeting of the group held in accordance with these Rules, unless the matter is delegated to a group committee in accordance with these Rules.</p>
Removed			<p>6—Chairing of meeting</p> <p>Meetings of a group must be chaired by—</p> <p>—(a)—the group officer; or</p> <p>—(b)—if the group, by resolution, nominates another brigade delegate or person to chair meetings or chair that meeting—that delegate or person.</p>
18			<p>7—Procedure</p> <p>—(1)—The chairperson must—</p> <p>—(a)—put to the vote of the meeting all matters for determination by the group; and</p> <p>—(b)—declare carried a motion that receives a majority of votes of persons present and eligible to vote:</p> <p>—(2)—If a motion, other than a motion for the election of officers of the group, receives an equal number of votes, the chairperson has a casting as well as a deliberative vote:</p> <p>Replaced with</p> <p>18 Decision by majority vote</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			A decision of a brigade or a group of brigades, whether described as a recommendation, acceptance, advice, determination, appointment or otherwise, must be made by a majority vote of persons present and eligible to vote at a properly constituted meeting of the brigade or group of brigades.
17			<p>8 — Eligibility to vote Not more than 2 delegates of each brigade in the group may vote on any matter arising for determination at the meeting.</p> <p>Replaced with: 17 Ineligibility to vote</p> <p>The following members are not eligible to vote at any meeting of a brigade or group of brigades or any election for a brigade officer, an officer of a group or a deputy officer of a group—</p> <ul style="list-style-type: none"> (a) a junior member; (b) a member on probation; (c) a member on an approved leave of absence; (d) a member whose enrolment is suspended. <p>Note See also regulations 33 and 36.</p>
Removed			<p>9 — Annual general meeting</p> <ul style="list-style-type: none"> (1) — The group must hold an annual general meeting each year. (2) — The secretary must, in writing, notify each brigade that is a member of the group— <ul style="list-style-type: none"> (a) — of the date, place and time of the annual general meeting; and (b) — if the election of officers of the group is to take place at the meeting, that nominations for officer positions are invited. (3) — Notification must be given by posting or delivering the notice to the brigade's last known address.
Removed			<p>10 — Matters at an annual general meeting</p> <ul style="list-style-type: none"> (1) — The secretary or, if the group has a treasurer, the treasurer must, at each annual general meeting— <ul style="list-style-type: none"> (a) — table the financial statements of the group in respect of the last financial year; and (b) — make a full report of the activities and financial operations and position of the group; and (c) — ensure that full reports of the activities and financial operations and position of clubs and auxiliary bodies associated with the group are made. (2) — If the group has a management team, the president must make a full report of the team's activities at the annual general meeting.
49, 50, 51			11 — Election of officers

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>The secretary must ensure that—</p> <p>—(a)—an election of officers of the group is held at each second annual general meeting in accordance with the Regulations; and</p> <p>—(b)—officers are elected in order of seniority of rank; and</p> <p>—(c)—if the group has more than one deputy group officer, that the group, by resolution, determines the relative ranking of its deputy group officers.</p> <p>Replaced with</p> <p>49 Eligibility to stand for election</p> <p>(1) A person is only eligible to stand for election as an officer of a group of brigades if—</p> <p>(a) the person is a general member; and</p> <p>(b) their enrolment is not suspended.</p> <p>(2) A person is not eligible to stand for election to the position of officer of a group of brigades unless the member has met the requirements specified by the Chief Officer as requirements for that position.</p> <p>(3) A person is not eligible to stand for election to the position of deputy officer of a group of brigades unless the member has met the requirements specified by the Chief Officer as requirements for that position.</p> <p>(4) The Chief Officer may waive the requirements in subregulations (2) and (3).</p> <p>50 Elections for officers of the group of brigades</p> <p>(1) The Authority must determine which groups of brigades must hold elections for officers of the group of brigades in years designated by—</p> <p>(a) an odd number; or</p> <p>(b) an even number.</p> <p>(2) A group of brigades must hold an election for officers of the group in the month and the year determined by the Authority for the group.</p> <p>(3) A majority of votes of delegates present and eligible to vote is sufficient to secure election.</p> <p>(4) If the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must call for a second vote.</p> <p>(5) If in the second vote the highest number of votes is received by 2 or more candidates who receive an equal number of votes, the person presiding at the meeting must draw lots to determine who is to be declared elected.</p> <p>51 Deputy officers of groups</p> <p>Each group of brigades must determine the relative seniority of its deputy officers of that group.</p>
Removed			12—Nomination of officers

2025 Reference	2014 Reference	Clause Heading	Wording
			Unless the group determines otherwise at a previous annual general meeting, a nomination for election as an officer may be made at the meeting at which the election is to be held.
53			<p>13—Casual vacancies If a casual vacancy arises in the office of any officer, the brigade delegates must— —(a)—at the next meeting of the group after the group secretary received notice of the vacancy; or —(b)—at a special meeting called to fill the vacancy— elect an officer in accordance with the provisions of these Rules and the Regulations.</p> <p>Replaced with</p> <p>53 Casual vacancies</p> <p>(1) This regulation applies if, before a term of office expires, the officer of a group of brigades—</p> <p>(a) resigns from the position or is disqualified from holding the position; or</p> <p>(b) ceases to be a member.</p> <p>(2) The group of brigades must, as soon as is practicable after receiving notice of a matter referred to in subregulation (1), elect a member to replace the officer.</p> <p>(3) A member elected under subregulation (2) holds office for the remainder of the term of office of the replaced officer.</p>
Removed			<p>14—Procedural matters Except where otherwise specified in these Rules, procedural matters are to be determined by the person chairing the meeting.</p>
Removed			<p>15—Special meetings —(1)—A special meeting of the group— —(a)—may be called by the highest ranking elected officer; and —(b)—must be called by the secretary if so requested in writing by not less than 7 brigade delegates. —(2)—A notice calling a special meeting must— —(a)—be in writing; and —(b)—specify— —(i)—the date, time and place of the meeting; and —(ii)—the business to be conducted at the meeting; and —(c)—be served on each brigade that is a member of the group not less than 4 days before the meeting. —(3)—Notification of a special meeting must be given in the same manner as notification for the annual general meeting under rule 9(3). —(4)—Business that is not specified in the notice calling a special meeting must not be dealt with at the special meeting.</p>
Removed			Part 3—Management

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>16 Management team</p> <p>(1) The group may, by resolution at a group meeting, appoint a management team to manage and administer the affairs of the group.</p> <p>(2) The management team consists of the elected officers of the group.</p>
Removed			<p>17 Meetings of the management team</p> <p>(1) The management team must meet as often as is necessary.</p> <p>(2) The management team must be chaired by—</p> <p>(a) the group officer; or</p> <p>(b) if the group officer is absent, the team member elected by the team to chair meetings or chair that meeting.</p> <p>(3) All team members are eligible to vote at a meeting of the management team.</p> <p>(4) A motion is carried at a meeting of the management team if it receives a majority of votes of persons present and eligible to vote.</p> <p>(5) If a motion receives an equal number of votes, the chairperson has a casting as well as a deliberative vote.</p>
Removed			<p>18 Delegation to management team</p> <p>(1) Subject to subrule (2), a decision of the management team has effect only when approved by a resolution of the group.</p> <p>(2) Subrule (1) does not apply to a matter or a class of matters responsibility for which has been delegated to the management team by a resolution of the group.</p>
Removed			<p>19 Sub-committees</p> <p>(1) The management team may—</p> <p>(a) form sub-committees to advise on any matter or class of matters; and</p> <p>(b) appoint to a sub-committee members of the management team or other members of brigades that are members of the group.</p> <p>(2) The provisions of these Rules that apply to the management team apply, with any modifications that are necessary, to each sub-committee of the management team.</p>
79			<p>Part 4 Finance</p> <p>20 Records</p> <p>(1) The secretary or, if the group has a treasurer, the treasurer must ensure that the following books or records are established and maintained—</p> <p>(a) cash receipt book;</p> <p>(b) cash payment book;</p> <p>(c) bank pay-in book;</p> <p>(d) minute book with numbered pages;</p> <p>(e) records of approvals for fund raising activities and grants;</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>(f) financial records of fund raising activities and grants; (g) petty cash book. (2) The secretary or, if the group has a treasurer, the treasurer must ensure that— (a) a document that is required to be kept as part of a book or record referred to in subrule (1) is kept for 7 years from the date of the document's creation; and (b) each of the group's financial statements are kept for 7 years from the date of submission of the financial statements to the Authority under the Regulations. (3) The secretary or, if the group has a treasurer, the treasurer must ensure that a register of the assets of, and assets held on behalf of, the group is established and maintained.</p> <p>Replaced with 79 Financial records must be kept The treasurer of a brigade or group of brigades must ensure that proper accounts and records of the financial transactions, affairs and assets of the brigade or group are kept.</p>
Removed			<p>22 Bank account (1) A group must have one general purpose bank account— (a) into which all money received by or on behalf of the group must be paid; and (b) out of which all payments by or on behalf of the group must be made. (2) The opening of a bank account or the withdrawal of money from a bank account must be in accordance with a resolution of the group.</p>
Removed			<p>23 Petty cash (1) The group, by resolution, may advance the secretary or, if the group has a treasurer, the treasurer not more than \$500 as petty cash. (2) Each withdrawal must— (a) be recorded in the petty cash book by the secretary or, if the group has a treasurer, by the treasurer; and (b) be approved by the group officer.</p>
Removed			<p>24 Purchasing (1) Subject to subrule (2), each purchase, other than a purchase out of the petty cash fund, must be approved by resolution of the group. (2) Subject to the approval of the Authority, the group may, by resolution, delegate to a brigade delegate the power to authorise specified purchases.</p>
Removed			<p>25 Payment (1) The secretary or, if the group has a treasurer, the treasurer may authorise payment for goods or services after checking that the goods or services— (a) have been received; and</p>

2025 Reference	2014 Reference	Clause Heading	Wording
			<p>———— (b) ———— comply with the purchase order.</p> <p>———— (2) ———— The secretary or, if the group has a treasurer, the treasurer must ensure that all payments, other than payments out of petty cash, are made by cheque or electronic funds transfer.</p>
Removed			<p>26 ———— Signatories</p> <p>Cheques of a group must be signed by any 2 of the group officer, the secretary, the treasurer or an officer of the group authorised for this purpose by resolution of the group.</p>
81			<p>27 ———— Reporting</p> <p>The secretary or, if the group has a treasurer, the treasurer must, at each meeting of the group, report to the group on all transactions since the last meeting.</p> <p>81 Financial statements to be prepared and submitted to the Authority</p> <p>(1) As soon as practicable after the end of each financial year, the treasurer must prepare financial statements that show the financial operations and financial position of the brigade or group of brigades for that year, and submit the financial statements to the Authority not later than the date specified by the Chief Executive Officer.</p> <p>(2) The Chief Executive Officer must give at least 28 days written notice of a date specified under subregulation (1).</p> <p>(3) Financial statements submitted under subregulation (1) must be in the form specified by the Chief Executive Officer.</p>