

Aon Sprinkler Certification Technical Note		
Note Number: TN 25-51	Issue: 3	Date: 28 April 2025
Subject:	Meeting Pods	
Notice: Aon Sprinkler Certification Technical Notes provide guidance notes which may be used in certification of sprinkler installations by Aon New Zealand. If sprinkler installations are being certified by any other Sprinkler System Certifier, these Technical Notes may not apply.		

There is an increased use of meeting pods within the modern office environment. These units are not exempt from compliance with NZS4541. There are multiple paths to achieve compliance with NZS4541, including:

1. Based upon International Building Code 2015 section 9.3.3.3, meeting pods less than 1200 mm x 1200 mm can be treated as furniture. The pod needs to be located to comply with 509.1 (clear space) or 512.2.1 (obstructions); or
2. Place fire sprinklers within them in accordance with section 7; or
3. Demonstrate via full scale fire testing that sprinkler protection within the pod is not required. There may be requirements in aligning the pods with sprinklers with such pods; or
4. Provide an internationally accepted listing for meeting pods where the ceiling is designed to open on detection of fire. The ceiling shall be configured to open on detection of fire within the protected space, via a sprinkler, detector of manual call point operation.

If options 3 and 4 are required, Aon will review application data from the importers or manufacturers of the meeting pods and issue a listing certificate. In these cases, there may be restrictions on the placement of the meeting pod in relation to the general room fire sprinkler heads. Reference needs made to the conditions on the listing certificate to ensure compliance.

Some meeting pods that are coming to market that require greater than Extra Light Hazard protection. Specifiers need to be aware that the compatibility of an unsprinklered pod within an office may require the office to be protected to at least Ordinary Hazard Two criteria.



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