



Plumbers,

Gasfitters and

Drainlayers Board

Direction and Supervision

October 2009

Employer Responsibilities

Employers must ensure that all employees who carry out sanitary plumbing, gasfitting or drainlaying work have the necessary licence(s) under the Plumbers, Gasfitters and Drainlayers Act 1976 ("the Act").

Please note that section 50 of the Act makes it an offence to knowingly employ or permit, or pay any person to do any sanitary plumbing or gasfitting or drainlaying, contrary to the provisions of the Act.

Categories of Licence

The Act makes provision for licences and limited certificates to be issued by the Board. Three categories require supervision. These are as follows:

1. Limited Certificate Plumber
Limited Certificate Gasfitter
Limited Certificate Drainlayer
2. Apprentice Limited Certificate Plumber
Apprentice Limited Certificate Gasfitter
Apprentice Limited Certificate Drainlayer
3. Registered Plumber
Registered Gasfitter

Limited certificate holders are required to work for or under the **supervision** of a registered person. This also applies to limited certificate holders for drainlaying. However, the level of supervision of limited certificate holders differs depending on whether or not the person is in a training agreement.

Supervision of Limited Certificate Holders

Non-apprentice limited certificate

Non-apprentice limited certificate holders must work for the **first two years** under **direct supervision and in the presence of** a craftsman plumber/gasfitter, registered plumber/gasfitter or registered drainlayer, as follows.

Limited Certificate (Non-Apprentice) Plumber	Must be supervised by a craftsman or registered plumber by being in the presence (within line of sight or earshot) of the supervisor at all times for the first 2 years.
Limited Certificate (Non-Apprentice) Gasfitter	Must be supervised by a craftsman or registered gasfitter by being in the presence (within line of sight or earshot) of the supervisor at all times for the first 2 years.
Limited Certificate (Non-Apprentice) Drainlayer	Must be supervised by a registered drainlayer by being in the presence (within line of sight or earshot) of the supervisor at all times for a continuous period of two years.

After 2 Years continuous time

After two years having held a licence continuously, a non-apprentice limited certificate holder must either work in the employ of a craftsman, registered drainlayer or under the supervision of a craftsman or registered person. Non-apprentice limited certificate holders must receive verbal and/or written instructions prior to commencement of any work. In particular, any work that requires a building consent or gas energy works certificate; the supervisor must visually inspect (in person) the work being undertaken, during and at its conclusion, to ensure that all safety and compliance requirements have been met.

Apprentice limited certificate

Apprentices undertaking their apprenticeship must work in the employ of a craftsman or registered person. Apprentice limited certificate holders must receive verbal or written instructions prior to commencement of any work. In particular, any work that requires a building consent or gas energy works certificate; the supervisor must visually inspect (in person) the work being undertaken, during and at its conclusion, to ensure that all safety and compliance requirements have been met.

Apprentice Limited Certificate Plumber	Must be supervised by a craftsman or registered plumber by receiving verbal and/or written instructions and being observed. The supervisor must inspect (in person) the work being undertaken, during and at its completion, to ensure that all safety and compliance requirements have been met.
Apprentice Limited Certificate Gasfitter	Must be supervised by a craftsman or registered gasfitter by receiving verbal and/or written instructions and being observed. The supervisor must inspect (in person) the work being undertaken, during and at its completion, to ensure that all safety and compliance requirements have been met.
Apprentice Limited Certificate Drainlayer After 2 years	Must be supervised by a registered drainlayer by being in the presence (within line of sight or earshot) of the supervisor at all times for a continuous period of two years. After two years an apprentice limited certificate holder must work in the <u>employ</u> of a registered drainlayer or under the supervision of a registered drainlayer. Apprentice limited certificate holders must receive verbal and/or written instructions prior to commencement of any work. In particular, any work that requires a building consent; the supervisor must visually inspect (in person) the work being undertaken, during and at its conclusion, to ensure that all safety and compliance requirements have been met.

“Supervision” for this group of limited certificate holders is defined by the Board to mean:

- a) Supervision requires the supervisor to make their own assessment of a particular job by attending the site (in person), or giving appropriate instructions, and approving what the limited certificate holder proposes to do.
- b) The supervisor is not required to be continuously present while the work is being undertaken.
- c) The supervisor must attend the job on a basis that is sufficient to satisfy the supervisor that all phases of the job, especially critical testing phases, have been correctly carried out.
- d) On completion of the work, the supervisor must take responsibility for “sound trade practice” and compliance of the work both under statutory authority and with the consumer.

“Sound Trade Practice

In accessing sound trade practice the Board determined “sound trade practice” to be:

“Established trade practice of sound repute, competently executed with materials, practices and processes that are adequate for the purpose of ensuring durability and efficiency in service, operation and performance.”

Direction of registered persons

Registered plumbers and registered gasfitters are required to work under the **direction** of a craftsman.

While craftsman plumbers and craftsman gasfitters are responsible for the direction of registered plumbers and gasfitters, they can delegate supervision of limited certificate holders to registered persons. However, those who are named as the designated supervisor on the Board’s register, are ultimately responsible to ensure that all those under their direction and/or supervision meet all legislative requirements. Direction is as follows.

Registered Plumber	Must be directed by a craftsman plumber by receiving verbal and/or written instructions and being observed. The supervisor must inspect the work being undertaken at its completion, to ensure that all safety and compliance requirements have been met.
Registered Gasfitter	Must be directed by a craftsman gasfitter by receiving verbal and/or written instructions and being observed. The supervisor must inspect the work being undertaken at its completion, to ensure that all safety and compliance requirements have been met.

“Direction” under the Act is defined by the Board to mean:

- a) That the craftsman is involved in planning the job and gives clear directions to the registered person as to how the job is to be done.
- b) The craftsman maintains supervision of the job to the extent that s/he is satisfied that the job meets the requirements of the customer, is done in accordance with sound trade practice and complies with the appropriate installation codes for the work.
- c) The craftsman assumes responsibility and accountability to the customer, the Territorial Local Authority and/or the Board for all aspects of the work, in terms of (b) above.

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Registration requirements

Work Experience

Work experience requirements for registration as plumbers and/or gasfitters are either the completion of an apprenticeship or the holding a limited certificate for a continuous period of 5 years. The work experience requirements for registration as a drainlayer are completion of a traineeship and 12 months work experience holding a limited certificate working under the direct supervision and in the presence of a registered drainlayer.

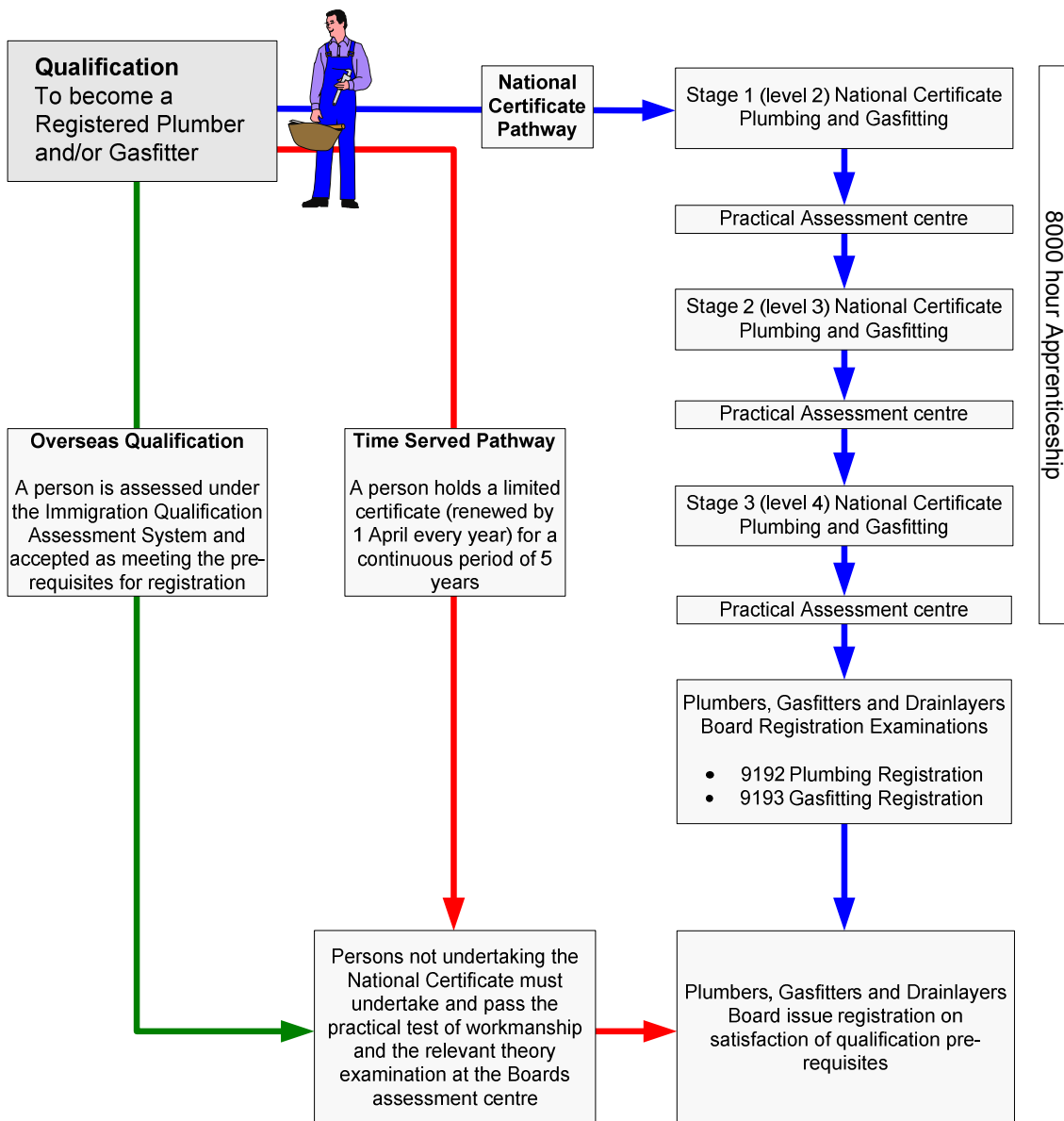
Work experience requirements are in addition to passing the necessary Board examinations for registration as a plumber and/or a gasfitter and/or a drainlayer.

All apprentices are required to have limited certificates. In particular the Board requires that a limited certificate must be uplifted before any apprenticeship contract is entered into.

Unfortunately, there are frequent cases coming before the Board of persons wishing to sit examinations, or in fact have sat examinations and passed, but can't be registered simply because they were not aware some years ago that they needed a limited certificate from the time they commenced working in the industry.

An employee must ensure that s/he has a current licence or limited certificate in the relevant trade before working as a plumber, and/or gasfitter and/or drainlayer. This responsibility is shared with the employer to avoid the likelihood of prosecution and to allow those working in the industry the opportunity to progress towards registration and a future career.

Pathway to Plumbing and Gasfitting Registration in New Zealand



Pathway to Drainlaying Registration in New Zealand

