

Section 52 application – Guidance notes

These notes are to assist applicants in answering the questions contained in the application form and are intended for guidance only.

Question 3

- **Registration minimum standards**

Minimum standards to be met have been determined for each class of registration.. An application under section 52 may seek an exemption from one or more of those minimum standards.

The minimum standards for registration are contained in the Gazette Notices which are publicly available on the Board's website www.pgdb.co.nz or alternatively, you may contact the Board to request hard copies to be sent out. An example of a minimum standard is the requirement to sit and pass an examination.

- **Licence terms and conditions**

A practising licence is issued subject to terms and conditions set out in Gazette Notices published under section 30 of the Act. Each applicant will need to identify the term(s) or condition(s) they are seeking to be exempted from and, later on in the application, explain why they are seeking this exemption. An example of a condition is the requirement to complete CPD points.

Questions 6

In answering this question, you should have regard to the purpose of the Board and Act which is to protect the health and safety of the public. The Board's policy on applications under section 52 may provide you with some guidance in answering this question.

The Board recognises that there may be a wide range of circumstances that may result in a person applying for an exemption under section 52. It may be that you are an overseas-qualified tradesperson who wishes to be registered at certifying level based on a qualification that has not been assessed as a level 4 equivalent by NZQA, or someone who did their training some time ago when the requirements for registration were different. Whatever your circumstance, you will need to explain this.

It is important to note that an application under section 52 will be assessed against the competencies required at the registration level applied for. If an exemption is granted, the Board may see fit to set a term or condition on your registration or practising licence if you are unable to demonstrate all of the required competencies.

Questions 8, 9 & 10

In relation to each class of registration there are a set of competencies. These competencies are the things that a person in that class of registration is expected to know, or have experience carrying out. In order to match up your overseas qualifications with their New Zealand equivalent, it is important that you list all the things you had to learn and do in order to gain that qualification.

For example, did you need to demonstrate that you were competent in working on solar installations in order to gain your plumbing qualification? Or, did you carry out any work on LPG installations to get your gasfitting qualification?

The current competencies are contained within the Board's Gazette Notices which are publicly available on the Board's website or alternatively, you may contact the Board to request hard copies to be sent out.

Question 12 & 13

It is important for the Board to understand why you are applying for this exemption and what effect the outcome of your application will have on you and your ability to work. For example, it may be that you need registration in order to stay in New Zealand under the terms of your work permit, or it may be that you are a retired certifying plumber who wants to do some renovations on your home and the requirement to do CPD is outweighed by the limited scope of work and the lack of public interest in the work you are seeking to carry out.

The Board will consider whether the requirement that you comply with the minimum standards or term and condition is overly onerous considering the purpose for which you are applying.

If you require any assistance answering the questions, please contact the Board on 0800 743 262.