SECTION 21
GASFITTING EXEMPTION UNDER SUPERVISION APPLICATION FORM

Plumbers, Gasfitters and Drainlayers Board

Fill in this form if you want to do specific gasfitting work under the supervision of a section 20 exemption holder.

What you need to know:

- You and your supervisor need to fill in this form.
- If your application is approved you will be granted with a gasfitting authorisation to work under the supervision of a section 20 exemption holder. You may do, or assist in doing, gasfitting work that your supervisor is authorised to do under Section 20 if:
  1. The work you do is carried out under the supervision of the Section 20 holder; and
  2. No pipe or appliance you work on is connected to any supply of gas; and
  3. The work is:
     a. Tested and certified in accordance with regulations made under section 54 of the Gas Act 1992; and
     b. Connected to a supply of gas by the person who supervises the work.
- This application will take up to 10 working days to process.

Please email this completed form as a PDF (no photos) to licensing@pgdb.co.nz.

PERSONAL DETAILS (of person under supervision):

Surname:		**First Name(s):**	
Date of birth (dd/mm/yyyy):		**Gender:**	Male ☐ Female ☐ Prefer not to disclose: ☐
Have you held a licence with the Board before?	☐ Yes ☐ No	**PGDB number (if applicable):**	
Mobile:		**Phone:**	
Email:			

Ethnicity:	New Zealand Pākehā	☐	Indian	☐
	New Zealand European	☐	Chinese	☐
	Māori	☐	South African	☐
	Pasifika	☐	Other	☐
	European	☐		

Your postal address:	

Your physical address:	

EMPLOYMENT DETAILS (person under supervision):

Employer/company/ trading name:	
Employer's address:	

FITNESS TO PRACTICE (person under supervision):

If you answer "yes" to any of the following questions please attach the following documentation to your application:

- a full written explanation of the relevant matter
- any relevant documents e.g. decisions, charges, letters, health certificates.

1. Are you currently subject to any of the following in New Zealand or overseas: • a police investigation; and/or • a criminal charge being laid by the police; and/or • a guilty finding in a criminal proceeding including convictable driving offences? Disclosure is required even if the criminal proceedings resulted in discharge without conviction or a similar finding (for NZ applicants, please note your rights under the Criminal Records (Clean Slate) Act 2004 before providing details of any criminal record) Information about the Criminal Records Act 2004 can be found at https://www.justice.govt.nz/criminal-records/clean-slate.	☐ YES	☐ NO
2. Have you been subject to a formal inquiry or investigation into your performance or conduct, undertaken by an employer, or complaints, licensing, or professional body in New Zealand or overseas?	☐ YES	☐ NO
3. Have you had an adverse finding in any disciplinary action by an employer, or complaints, licensing, or professional body in New Zealand or overseas?	☐ YES	☐ NO
4. Have you had any restrictions placed on your practice of plumbing, gasfitting or drainlaying by an employer, or complaints, licensing, or professional body?	☐ YES	☐ NO
5. Has your plumbing, gasfitting or drainlaying authorisation (licence and/or registration) in New Zealand or overseas been cancelled, suspended, revoked or restricted in any way?	☐ YES	☐ NO

6. Do you have a physical or mental condition that may affect your ability to safely carry out plumbing, gasfitting or drainlaying?	☐ YES	☐ NO
7. Have you carried out any plumbing, gasfitting or drainlaying in New Zealand or overseas when you were not legally allowed to?	☐ YES	☐ NO

APPLICANTS DECLARATION (the person under supervision):

I declare that I understand:
I can do, or assist in doing, gasfitting work that my supervisor is allowed to do under their Section 20 exemption if:

1. The work I do is carried out under the supervision of the Section 20 holder; and
2. No pipe or appliance I work on is connected to any supply of gas; and
3. The work is:
   a. Tested and certified in accordance with regulations made under section 54 of the Gas Act 1992; and
   b. Connected to a supply of gas by the person who supervises the work.

By submitting this application, I declare that the information I have provided is true and correct.

Please see our Privacy Statement to understand how we collect, use, share and store your personal information, including when we collect it from others or verify it with third parties, and how you can access and correct your personal information.

Find our Privacy Statement at https://www.pgdb.co.nz/resources/website_privacy_statement/

☐	I have read and understand the Privacy Statement		
Applicants signature (person under supervision):		**Date:**	

SUPERVISORS DETAILS:

Surname:		**First Name(s):**	

PGDB number:	

SUPERVISORS DECLARATION:

I agree to comply with my responsibilities as a supervisor and understand that:

1. I must ensure that gasfitting work undertaken by my supervisee:
   a. Is performed competently; and
   b. Is subject to appropriate safety measures; and
   c. Complies with the requirements of all relevant regulations, including regulations made under the Building Act 2004 and the Gas Act 1992.
2. I must ensure that my supervisee:
   a. Is competent to perform the tasks undertaken; and
   b. Is adequately supervised while carrying out gasfitting; and
   c. Complies with all relevant regulations, including regulations made under the Building Act 2004 and the Gas Act 1992.
3. I must ensure they do not work on any pipe or appliance connected to any supply of gas.
4. I must certify work where certification is required.
5. I must notify the Board in writing if my supervision ceases. You remain responsible for all gasfitting undertaken by the supervisee until the Board has received written notice that you are no longer supervising that person, or until their authorisation expires. You can let us know if you want to stop supervision at licensing@pgdb.co.nz.

By submitting this application, I declare that the information I have provided is true and correct.

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☐	I have read and understand the Privacy Statement		
Supervisors signature:		**Date:**	

FEES:

- **Please do not include any credit card information with this form.**
- Once we have reviewed your application, we will send you a secure payment link.
- We no longer accept payments using credit or debit card information provided on the application form. This change helps us comply with our bank's requirements and protects your personal information.
- Find more information about our fees at https://www.pgdb.co.nz/apply_for_registration/fees/

Total to pay:	$100.00