

Application – specific gasfitting exemption

Section 20 of the PGD Act 2006

Proficiency Assessment

Before applying for your Section 20 exemption you'll need to undergo a Proficiency Assessment with one of three Board-approved contractors.

Upon passing, the assessor will supply you with a certificate outlining:

- the exact gasfitting work you can carry out under your Section 20 exemption (and where relevant, that you can supervise others doing the gasfitting)
- a recommended period of time (maximum up to three years) until you need to undergo another Proficiency Assessment
- other recommendations, where relevant, depending on the required gasfitting work/competency e.g. complete 4 hours of upskilling every 12 months.

You then submit a Section 20 application (with your certificate attached) to us for processing and we'll issue your exemption for the relevant gasfitting work and time period (and where relevant, for supervisees).

For example:

February 2021	Mr. Henderson passes his Proficiency Assessment. The recommendation on his Proficiency Assessment certificate states he doesn't need to undergo another assessment for two years.
March 2021	Mr. Henderson then submits his Section 20 exemption application, we process it and he is authorised for the period 1 April 2021-31 March 2023.
February 2023	Mr. Henderson passes his Proficiency Assessment. The recommendation states he doesn't need to undergo another assessment for two years.
March 2023	Mr. Henderson then submits his Section 20 exemption application, we process it and he is authorised for the period 1 March 2023-31 March 2025.

Costs

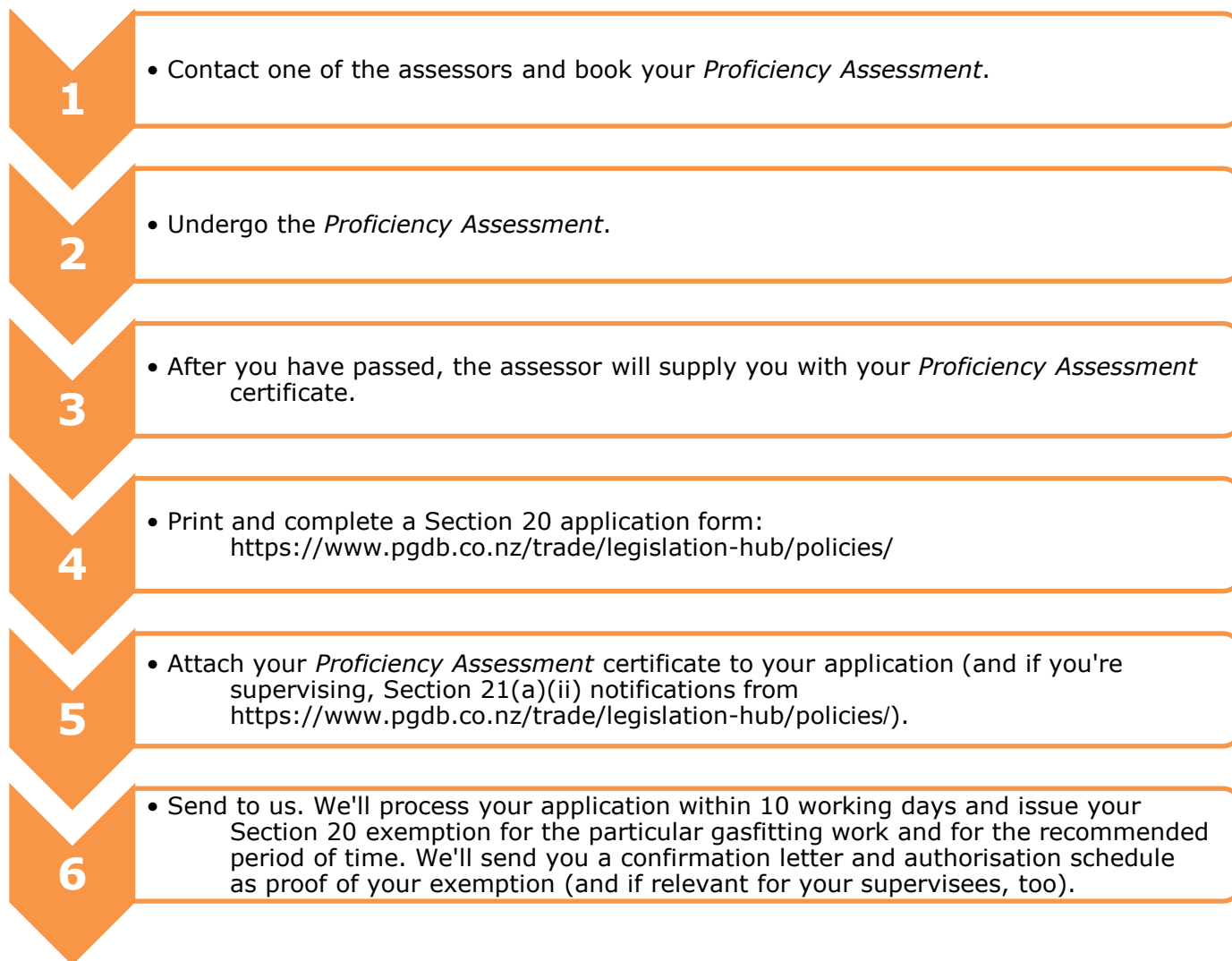
The cost of the Proficiency Assessment will be paid for by the applicant, and may vary according to the type/extent of gasfitting work you require the exemption for, and the distance the assessor has to travel to where you are located.

The Section 20 application fee stays at \$635 and can be issued for a maximum up to 3 years, depending on how long your Proficiency Assessment is valid for.

Continuing Professional Development (CPD)

Note that you will need to complete the Board's annual CPD course each year:

<https://www.pgdb.co.nz/trade/cpd/>



Contact details for the Assessors

1. Alan Nicholson (Hamilton)
 - Email: adnicholson@xtra.co.nz
 - Phone: 0274 585 244
2. Arie de Kort, Industry Assessor, DEKO Services Ltd (Kapiti)
 - Email: admin@dekoservices.co.nz
 - Phone: 04 297 1602
3. Rick Thomas, Rick Thomas Gas (Hamilton)
 - Email: rick.thomas@xtra.co.nz
 - Phone: 0274905552



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1. Attach a copy of your recent Proficiency Assessment certificate to this application.
2. All fields marked * are mandatory – Once the form is completed, send it to us for processing.
3. If you have been approved to supervise, complete the "Section 21(a)(ii) notification form" from <https://www.pgdb.co.nz/trade/legislation-hub/policies/> and attach to this application.

APPLICANT'S DETAILS

Authorisation number*: (if you've held one with us before)

***Family name/surname:** _____

***First and middle name(s):** _____

***Date of birth (dd/mm/yyyy):** _____ / _____ / _____

Mobile phone*: _____ **Home phone:** _____

***Email:** _____ @ _____

Company/trading name*: _____

Postal address*:

Suburb*: _____

City*: _____

Postcode*: _____

Physical address*:

Suburb*: _____

City*: _____

CONFIRMATION OF ACCURACY

By signing this application, you verify that all information given is true and correct.

Signature*: _____ **Date***: _____

FEE PAYMENT

Amount payable: \$635.00

Credit/debit card (Visa or Mastercard only) - A credit card fee of 2.41% will be charged when payments are made by either a Visa or Mastercard credit or debit cards.

Card number*

Card expiry date*: /

Name as it appears on card*:

Cardholder's signature*:

I authorise the Plumbers, Gasfitters and Drainlayers Board to charge the total amount to my credit card or debit card.

CHECKLIST

- Attached your recent Proficiency Assessment certificate?
- Completed the *Applicant's Details* information?
- Signed and dated the *Confirmation of Accuracy*?
- Included the correct payment details?
- If you have supervisees – have you attached completed Section 21(a)(ii) notification form(s)?

SEND YOUR APPLICATION TO US

We recommend you courier your application so you can track delivery.

- Scan as PDF to licensing@pgdb.co.nz (no photo files accepted, must be PDF)
or
- Post to **PO Box 10655, The Terrace, Wellington 6140**

Privacy Act 1993: The information requested in this form is collected by the Plumbers, Gasfitters and Drainlayers Board for the purpose of assessing your application and administering your exemption. However, the Board may use this information for any other purposes required or permitted by the Plumbers, Gasfitters, and Drainlayers Act 2006 and the Privacy Act 1993. You have the right under the Privacy Act 1993 to access and request correction of any personal information held about you by the Board.