

Section 24 exemption application

This exemption allows a registered and licensed gasfitter to do limited sanitary plumbing work in relation to water heaters. It allows a gasfitter to fix or unfix, or assist in fixing or unfixing:

- a gas water heater, or
- any pipe that supplies, or is intended to supply, water to a gas water heater or hot water from a gas water heater to any fitting or appliance.

What is a certified copy?

As part of your application, you must provide certified copies of certain documents. A certified copy of a document is one that has been officially declared to be true and correct by a lawyer, Justice of the Peace (JP), or Court Registrar. This service is usually free of charge.

1. Use Google to find a lawyer, Justice of the Peace, or your nearest courthouse for a Court Registrar. (JP's are also listed in your local White Pages).
2. Take the original document and a good quality photocopy of it to them.
3. They will check the photocopy against the original, and then sign the photocopy to say they certify it as a true and correct copy of the original.
4. Attach the certified copy to your application.

Processing your application

We'll process your application within 20 working days of receiving it and inform you of the outcome.

If your application has been returned to you

One (or more) of the things required as part of your application is missing and we can't process it – we'll tell you what you've missed.

Use the checklist and ensure you have completed everything required **before** sending the application to us. Anything missing will delay the processing of your application and could increase the cost you must pay.

If you have any questions

Call our Technical Services Advisor, Samuel Wood, on **(04) 495 2617** between 8am and 5pm, Monday to Friday.

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Exemption for fixing of water heaters by gasfitters

under section 24 of the Plumbers, Gasfitters, and Drainlayers Act 2006

Complete fields in CAPITAL LETTERS, fields marked * are required

APPLICANT'S DETAILS

Registration number*:

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Family name/surname*: _____

First and middle name(s)*: _____

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

Postal address*

Unit and/or house number: _____ Street name: _____

Suburb: _____

City/town: _____ Postcode: _____

Mobile phone*: _____ Home phone: _____

Work phone number*: _____

Work address:

Unit number: _____ Street name: _____

Suburb: _____

City/town: _____

Email: _____@_____

*Have you previously held an exemption of this type?

No

Yes, the year I last held it was _____ and my exemption number was _____

QUESTION 1

*Have you got any plumbing qualification(s), here or overseas, that are relevant to the fixing or unfixing of gas water heaters and working on associated piping?

Yes (* Attach **certified copies**, and * your explanation on a separate piece of paper of how they are relevant and show you are competent to do this work).

No

QUESTION 2

*What experience do you have in fixing and unfixing gas water heaters and working on associated piping?

Some (* Attach explanation on a separate piece of paper of how does your experience show you are competent to do this work)

None

QUESTION 3

*Have you done any plumbing upskilling courses or continuing professional development (CPD) programmes that are relevant?

Yes (* Attach **certified copies** of evidence/certificates, and * list on a separate piece of paper what they are and why they are relevant)

No

QUESTION 4

* On separate piece of paper, answer all of the following questions:

4A) Why are you applying for this exemption?

4B) What is your knowledge of NZ compliance requirements relating to this plumbing work (e.g. relevant Standards and codes of practice)?

4C) What technical support is available to you when undertaking this plumbing work?

4D) Tell us about your safety and compliance record.

ATTACHMENTS

* Attach to this application:

- Your complete answers to the questions above.
- A current copy of your *Health and Safety* plan.
- A current copy of your *Quality Management System*.

CONFIRMATION OF ACCURACY

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

Signature*: _____ Date*: _____

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.

FEE PAYMENT(S)

- All fees include GST.
- The cost of your application is the full processing cost. This may vary from application to application and the amount you will have to pay will only be known once your application has been processed. You are required to pay an initial sum of \$635 when you make your application to us. Once we know the full and final cost, we will notify you and you must pay any outstanding balance owed.
- Please note: A 2.41% credit card fee will be charged when payments are made by either Visa or Mastercard credit or debit cards.

Credit/Debit card (Visa or Mastercard only)

Card number*:

Card expiry date*: /

Cardholder's name
(as it appears on card) *:

Contact phone number for cardholder*: _____

Cardholder's signature *:

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

SENDING YOUR APPLICATION TO US

Check you have answered all fields marked “*”, and the questions on this form that relate to you. We can only process your application if you complete the form accurately. If you miss out any requirements your application will be returned to you.

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

Post: PGDB, PO Box 10655, The Terrace, Wellington 6140

or

Courier: PGDB, Level 8 Solnet House, 70 The Terrace, Wellington Central, Wellington 6011