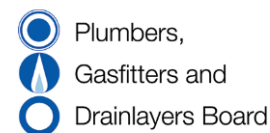


RESTRICTED REGISTRATION APPLICATION FORM



Please fill in this form if you want to apply for restricted registration.

Please attach a New Zealand Ministry of Justice Criminal Record check dated within the last month with your application. You can order this free of charge from:

<https://www.criminalrecords.govt.nz/#>

Your application will take up to 10 working days to review. If we need any more information, we will contact you by email.

When your application is complete, your application will be assigned to the next available registration round.

Please email this completed form and required documentation as separate PDFs to registration@pgdb.co.nz.

PERSONAL DETAILS:			
Surname:		First Name(s):	
Date of birth (dd/mm/yyyy):		Gender:	Male ☐ Female ☐ Prefer not to disclose: ☐
Phone:		PGDB number (if applicable):	
Postal address: (No PO Boxes)	Street number and name:		
	Suburb:		
	City/Town:	Post code:	
Email:			
Ethnicity:	New Zealand Pākehā ☐ New Zealand European ☐ Māori ☐ Pasifika ☐ European ☐	Indian ☐ Chinese ☐ South African ☐ Other ☐	

PUBLIC REGISTER DETAILS:

Our Act requires us to have a public record of all registered Plumbers, Gasfitters and Drainlayers. This helps the public to hire people who are allowed to do restricted work.

Your entry on the public register must have:

- your name
- your supervisors
- a work email address (if you have one).
- current licence(s)
- a contact phone number
- registration history
- work street address

Contact phone number for public register:

Tick if same as pg1 ☐

Work email for public register:

Tick if same as pg1 ☐

Address for public register:

Street number and name:

Suburb:

Tick if same as pg1 ☐

City/Town:

Postcode:

FITNESS TO PRACTICE:

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. a police investigation; and/or
 - b. a criminal charge being laid by the police; and/or
 - c. 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

REGISTRATION TYPE:	
Select which trades you are applying for restricted registration in. You can select multiple trades. You will need to supply evidence you meet the registration criteria for each trade you select:	
☐	Restricted Plumber
☐	Restricted Gasfitter
☐	Restricted Drainlayer

PRACTISING LICENCE:	
Once you are registered, do you require a practising licence to carry out work?	
☐	Yes, I need a practising licence
☐	No, I am applying for registration only I understand and acknowledge that I am applying for registration only, and do not require a practising licence. I am aware that I cannot carry out restricted work without a current licence. I am aware that once this registration class has been obtained, any authorisations that I currently hold in this trade will be cancelled.

REGISTRATION PATHWAY:		
Please tick which pathway you have completed for each trade. Attach the evidence required with your application.		
NZ-based Apprenticeship pathway (1997-2022)		
What you need to complete:	Evidence:	Trades:
☐ National Certificate (level 4) (1997 – 2022)	- A certified copy of your NZQA-issued certificate or an official copy of your NZQA Record of Achievement - A copy of your Ministry of Justice Record dated within one month of submitting your application.	In what trade(s) do you meet these requirements: ☐ Plumbing ☐ Gasfitting ☐ Drainlaying
NZ-based Apprenticeship pathway (prior to 1997)		
What you need to complete:	Evidence:	Trades:
☐ Third stage block course (1978-1998)	- A certified copy of your “Result Pass” of 3rd stage block course issued by NZQA/ NZ Trades Certificate Board; AND - A copy of your Ministry of Justice Record dated within one month of submitting your application.	In what trade(s) do you meet these requirements: ☐ Plumbing ☐ Gasfitting ☐ Drainlaying
OR		
☐ Trades Certificate Practical Assessment (1978-1998)	- A certified copy of your Trades Certificate Practical Assessment issued by NZQA/ NZ Trades Certificate Board; AND - A copy of your Ministry of Justice Record dated within one month of submitting your application.	In what trade(s) do you meet these requirements: ☐ Plumbing ☐ Gasfitting ☐ Drainlaying
Exemption pathway (Section 52)		
What you need to complete:	Evidence:	Trades:
☐ An exemption application approved by the Board.	A copy of your Ministry of Justice Record dated within one month of submitting your application. We have your exemption on file.	In what trade(s) do you meet these requirements: ☐ Plumbing ☐ Gasfitting ☐ Drainlaying

SUPERVISION:

You are required to work under supervision. Please have your supervisor fill in this section for each trade you are applying for. Your supervisor(s) must hold certifying registration in the trade(s) you are applying for.

By signing this form, you agree to comply with your responsibilities as a supervisor and understand:

1. You must ensure sanitary plumbing/gasfitting/drainlaying (where relevant) undertaken by the applicant:
 - a. Is performed competently;
 - 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 for gasfitting).
2. You must ensure that the applicant
 - a. Is competent to perform the tasks undertaken;
 - b. Is adequately supervised while carrying out sanitary plumbing/gasfitting/drainlaying;
 - c. Complies with all relevant regulations, including regulations made under the Building Act 2004 (and the Gas Act 1992); and
 - d. Can produce their current licence card on demand.
3. You can have a 'Nominated Person' to provide physical supervision of the applicant. The Nominated Person must be registered and hold a current licence as a plumber/gasfitter/drainlayer (where relevant). This does not include restricted licence holders. You remain responsible at all times for all aspects of the work done by the applicant even where you have nominated another registered and licensed plumber/gasfitter/drainlayer to provide physical supervision of that work.
4. You must verify (or certify for gasfitting) work where verification or certification is required.
5. You must notify the Board if your supervision of the applicant ceases. You remain responsible for all sanitary plumbing/gasfitting/drainlaying undertaken by the applicant until we receive written notice that you are no longer supervising that person, or until their licence expires. Use your PGDB app, trade login, or email licensing@pgdb.co.nz to notify us.

CERTIFYING PLUMBER:

Licence Number:		Full Name:	
Date:		Signature:	

CERTIFYING GASFITTER:

Licence Number:		Full Name:	
Date:		Signature:	

CERTIFYING DRAINLAYER:

Licence Number:		Full Name:	
Date:		Signature:	

APPLICANTS DECLARATION:

By submitting this application, I declare that the information I have provided is true and correct. The Board collects personal information, including your name, address, contact details, and billing information, to process your application and maintain the public register. Your information is handled, stored and kept secure in accordance with the Privacy Act 2020. The Board will not share your personal information unless it is necessary to do so for the purpose for which the information was collected, you have consented to its disclosure, or where disclosure is required or permitted by law. Any third parties who may have access to your information for permitted purposes will be subject to the Board's information security and privacy requirements. You may request access to your personal information and request that it is corrected if any of that information is inaccurate.

**Applicants
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/

Please note: A credit card fee of 1.90% will be charged when payments are made by either a Visa or Mastercard credit or debit cards.

Are you applying for registration only?

Restricted Plumber:

☐ \$350 registration fee

Restricted Gasfitter:

☐ \$350 registration fee

Restricted Drainlayer:

☐ \$350 registration fee

Are you applying for registration and a practising licence to carry out work?

Restricted Plumber:

☐ \$350 registration fee

+

☐ \$100 Licensing fee

+

☐ \$275 Disciplinary Levy
(If you already hold a practising licence for the current licensing year, you do not need to pay this levy again)

+

☐ \$4.50 Physical Licence card (optional)

Restricted Gasfitter:

☐ \$350 registration fee

+

☐ \$100 Licensing fee

+

☐ \$275 Disciplinary Levy
(If you already hold a practising licence for the current licensing year, you do not need to pay this levy again)

+

☐ \$4.50 Physical Licence card (optional)

Restricted Drainlayer:

☐ \$350 registration fee

+

☐ \$100 Licensing fee

+

☐ \$275 Disciplinary Levy
(If you already hold a practising licence for the current licensing year, you do not need to pay this levy again)

+

☐ \$4.50 Physical Licence card (optional)

TOTAL

\$ _____