

Plumbers, Gasfitters and Drainlayers Board (Gasfitting Registration and Licensing) Notice 2016

Pursuant to sections 28 and 30 of the Plumbers, Gasfitters, and Drainlayers Act 2006 (“the Act”), the Plumbers, Gasfitters, and Drainlayers Board (“the Board”) designates the following classes of gasfitting registration and prescribes the following matters relating to gasfitting registration and licensing.

Notice

1. Title

This notice is the Plumbers, Gasfitters, and Drainlayers Board (Gasfitting Registration and Licensing) Notice 2016.

2. Commencement

This notice comes into force on [date].

Part A – Certifying gasfitter

3. Certifying gasfitting

The Board designates the certifying gasfitter class of gasfitting registration.

4. Authorised work

A certifying gasfitter, who holds a current annual practising licence issued by the Board:

- (a) may carry out gasfitting;
- (b) must supervise gasfitting undertaken by the following people:
 - (i) tradesmen gasfitters;
 - (ii) journeymen gasfitters;
 - (iii) holders of provisional licences to do gasfitting (“provisional licensees”);
 - (iv) trainee gasfitters who hold limited certificates to undertake gasfitting (“trainee gasfitters”);
 - (v) persons carrying out gasfitting pursuant to section 21 of the Act (“exempt persons”);
- (c) may test gasfitting; and
- (d) must certify gasfitting where certification is required.

5. Minimum standards for registration

- (1) To be registered as a certifying gasfitter a person must have:
 - (a) held a licence as a licensed or tradesman gasfitter (or as a registered gasfitter under the Plumbers, Gasfitters, and Drainlayers Act 1976) for a continuous period of not less than 24 months under the supervision of a certifying gasfitter (or a craftsman gasfitter under the Plumbers, Gasfitters, and Drainlayers Act 1976), and passed the 3 hour certifying gasfitter examination (reference 9196) set by the Board; or
 - (b) where applying on the basis of an overseas gasfitting qualification:
 - (i) submitted a completed registration application to the Board that includes the following documentation:
 - A. an international qualifications assessment from the New Zealand Qualifications Authority concluding that the applicant’s gasfitting qualification is equivalent to, or greater than level 4 on the National Qualifications Framework; and

- B. unless the applicant has already been granted New Zealand residence, police certificates that are no older than 6 months from the applicant's country of citizenship (unless they can provide satisfactory evidence they have never lived there), and from any country the applicant has lived in for 12 months or more (whether in one visit or intermittently) in the last 10 years, that the Board assesses as meeting its fit and proper person registration requirements; and
 - C. evidence that the applicant has worked full-time in the gasfitting trade for 6 years or more; and
- (ii) passed the Board's advanced proficiency assessment (this practical assessment must be undertaken in New Zealand).
- (2) The certifying gasfitter examination will be set by the Board so that, in order to pass the examination, the applicant must demonstrate the ability to design, manage the installation of, and verify/certify gasfitting systems through possessing competencies in the areas of:
- (a) Trade calculations and trade science used in the design and installation of gasfitting systems. Descriptors include, but are not limited to—
 - (i) estimation, measurement, and calculation using measurement systems;
 - (ii) application of formulae;
 - (iii) physics laws and their application as they relate to gasfitting;
 - (iv) hydraulic principles;
 - (v) combustion and ventilation;
 - (vi) flame characteristics;
 - (vii) flammability limits;
 - (viii) gas rating;
 - (ix) heat input/output and efficiency calculations;
 - (x) expansion and contraction;
 - (xi) corrosion;
 - (xii) fluing;
 - (xiii) pipe size;
 - (xiv) fluid flow;
 - (xv) pressure;
 - (xvi) volume.
 - (b) Drawings and specifications for gasfitting. Descriptors include, but are not limited to preparing plans and specifications.
 - (c) The selection of materials; their properties, applications and how they are used in the design and specification of gasfitting. Descriptors include, but are not limited to—
 - (i) compatibility, testing, and commissioning procedures;
 - (ii) alternative materials, approval regimes, and protection of material.
 - (d) The design, specification and verification/certification of gasfitting installations and system components. Descriptors include, but are not limited to—
 - (i) gas supply pipework, service lines, meters, and regulator systems;
 - (ii) sizing the appliance to meet the duty required;
 - (iii) domestic gas-fired appliances and equipment installations;
 - (iv) commercial gas-fired appliances and equipment installations;
 - (v) industrial gas-fired appliances and equipment installations;

- (vi) pressure and flow controls;
- (vii) safety devices.
- (e) The ability to access and apply relevant documentation relating to gasfitting to meet compliance requirements, and an understanding of the regulatory environment. Descriptors include, but are not limited to—
 - (i) Acts and regulations;
 - (ii) standards;
 - (iii) codes;
 - (iv) manufacturers' instructions.
- (f) Management of the effect on the integrity of structures relating to the design and installation of gasfitting systems, including weather tightness considerations as they relate to penetrations to the building envelope and coordination with other services. Descriptors include, but are not limited to—
 - (i) preservation of structural integrity;
 - (ii) prevention of damage to property including weather tightness;
 - (iii) positioning and protection of services along with the coordination with other building services.
- (g) Responsibilities relating to managing health and safety. Descriptors include, but are not limited to health and safety systems, and preparation of safety plans.
- (h) Responsibilities relating to the oversight and/or supervision of persons who can do, or assist in doing, gasfitting.

Transitional provisions

- (3) Any person who, at 4 July 2013, has passed the certifying examination (9196) set by the Board, but has not passed the certifying common examination (reference 9194) that a person was required to pass from 1 April 2010 to 3 July 2013, is required to successfully complete one or more competence programmes focussed on assessing the competencies previously covered in the certifying common examination as directed by the Registrar, before that person will be considered to meet the minimum standards for registration as a certifying gasfitter.
- (4) Any person who, at 4 July 2013, has passed the certifying common examination (9194) that a person was required to pass from 1 April 2010 to 3 July 2013, but not the certifying gasfitter examination (9196) set by the Board, is required to pass the certifying gasfitter examination set by the Board before that person will be considered to meet the minimum standards for registration as a certifying gasfitter.

6. Terms and conditions of registration

- (1) A certifying gasfitter must pay any monies owing to the Board as they become due, subject to any exceptions agreed to by the Board.
- (2) A certifying gasfitter must provide the Board with all information required for the public register.

7. Terms and conditions of licence

Continuing professional development

- (1) For the purposes of paragraph (2) below:

approved continuing professional development course means a course of training of up to 6 hours duration on continuing professional development topics as set out on the Board's website and delivered by an approved provider either in person or online

approved provider means a provider approved by the Board to deliver an approved continuing professional development course and notified on the Board's website.

- (2) To be eligible to renew their annual practising licence, all certifying gasfitters applying to renew their licence for the licensing year beginning on 1 April 2017 and beyond must satisfy the Registrar that they have completed any approved continuing professional development course that has been notified as applying in the 12 month period prior to renewal.

Licence card

- (3) At all times when undertaking gasfitting, certifying gasfitters must be able to produce a current certifying gasfitter licence card issued by the Board on demand.

Supervision

- (4) A certifying gasfitter must pay the prescribed fee for, and notify the Board of the name, address and telephone number of, every exempt person working under their supervision.
- (5) A certifying gasfitter must notify the Board in writing if their supervision of any person ceases.
- (6) A certifying gasfitter remains responsible for all gasfitting undertaken by a person under their supervision until the Board has received written notification from them that they are no longer supervising that person.
- (7) A certifying gasfitter must ensure that gasfitting undertaken by persons under their supervision:
 - (a) is performed competently;
 - (b) is subject to appropriate safety measures; and
 - (c) complies with the requirements of the relevant regulations, including those regulations made under the Gas Act 1992.
- (8) A certifying gasfitter must ensure that all persons under their supervision:
 - (a) are competent to perform the tasks they undertake;
 - (b) are adequately supervised while carrying out gasfitting;
 - (c) comply with all relevant regulations, including the regulations made under the Gas Act 1992;
 - (d) can produce their current authorisation card issued by the Board on demand
 - (e) does not undertake gasfitting while connected to a gas supply if the person is an exempt person.
- (9) A certifying gasfitter may nominate another currently licensed certifying gasfitter or tradesman gasfitter ("nominated person") to provide physical supervision of any person working under their supervision.
- (10) A certifying gasfitter remains responsible at all times for all aspects of the work done by a person under their supervision even where they have nominated another certifying gasfitter or tradesman gasfitter to provide physical supervision of that work.
- (11) A certifying gasfitter who is nominated to provide physical supervision of a person must promptly notify the person's supervising certifying gasfitter of any concerns they have about the competency of the work done by that person or the safety measures in place in respect of the work done by that person.

- (12) A certifying gasfitter must ensure that, during the first 12 months of holding a limited certificate and carrying out gasfitting, a trainee gasfitter under their supervision works at all times in their presence or in the presence of a nominated person.
- (13) A certifying gasfitter must ensure that, during the first 24 months of carrying out gasfitting under an exemption under section 21 of the Act, an exempt person under their supervision works at all times in their presence or in the presence of a nominated person.

Part B—Tradesman gasfitter

8. Tradesman gasfitter

The Board designates the tradesman gasfitter class of gasfitting registration.

9. Authorised work

A tradesman gasfitter, who holds a current annual practising licence issued by the Board:

- (a) may carry out gasfitting under the supervision of a certifying gasfitter;
- (b) may physically supervise gasfitting undertaken by a person under supervision as a nominated person; and
- (c) may test gasfitting.

10. Minimum standards for registration

- (1) To become a tradesman gasfitter a person must have:
 - (a) obtained the National Certificate in gasfitting and passed the Board's 3 hour examination (reference 9193); or
 - (b) held a limited certificate in gasfitting for a continuous period of five years, and have passed the Board's 3 hour examination (9193); or
 - (c) where the person is applying on the basis of an overseas gasfitting qualification:
 - (i) submitted a completed registration application to the Board that includes the following documentation:
 - A. an international qualifications assessment from the New Zealand Qualifications Authority concluding that the applicant's gasfitting qualification is equivalent to, or greater than level 4 on the National Qualifications Framework; and
 - B. unless the applicant has already been granted New Zealand residence, police certificates that are no older than 6 months from the applicant's country of citizenship (unless they can provide satisfactory evidence they have never lived there), and from any country the applicant has lived in for 12 months or more (whether in one visit or intermittently) in the last 10 years, that the Board assesses as meeting its fit and proper person registration requirements; and
 - C. evidence that the applicant has worked full-time in the gasfitting trade for 4 years or more; and
 - (ii) passed the Board's licensed gasfitter examination (9193), which they may sit in their home country by arrangement with the Board.
- (2) The Board's examination is set by the Board so that, to pass the examination an applicant demonstrates knowledge, and the experience and practical ability to install, test, commission, fault-find, and maintain gasfitting systems through possessing competencies identified in the areas of:

- (a) Trade calculations and trade sciences. Descriptors include, but are not limited to—
- (i) estimation, measurement, and calculation using measurement systems;
 - (ii) application of formulae;
 - (iii) gas rating;
 - (iv) heat input/output calculations;
 - (v) pipesizing
 - (vi) fluing;
 - (vii) corrosion;
 - (viii) flame characteristics;
 - (ix) flammability limits;
 - (x) physics laws as they relate to gasfitting;
 - (xi) combustion and ventilation;
 - (xii) expansion and contraction.
- (b) Limitations and applications of materials used in gasfitting, including material protection and jointing methods. Descriptors include, but are not limited to—
- (i) copper;
 - (ii) PVC;
 - (iii) polyethylene (PE);
 - (iv) mild steel;
 - (v) stainless steel;
 - (vi) polypropylene;
 - (vii) cross linked polyethylene;
 - (viii) brass/bronze;
 - (ix) cast iron;
 - (x) aluminium;
 - (xi) fire-rated materials;
 - (x) the use of tools and equipment.
- (c) The installation, testing, commissioning, fault-finding, and maintaining of gas installations. Descriptors include, but are not limited to—
- (i) appliances;
 - (ii) equipment;
 - (iii) ventilation;
 - (iv) pipework;
 - (v) fluing.
- (d) Types, uses, characteristics, composition, and safe storage and handling of fuel gases. Descriptors include, but are not limited to—
- (i) manufactured gas;
 - (ii) natural gas;
 - (iii) liquefied petroleum gas (LPG): butane, propane, general product.
- (e) The principles of space and water heating. Descriptors include, but are not limited to—
- (i) principles and components of direct and indirect heating and ventilation;
 - (ii) solar boosted systems;
 - (iii) hydronic systems;
 - (iv) fans;
 - (v) ducting.
- (f) Drawings and specifications for gasfitting. Descriptors include, but are not limited to—

- (i) interpreting plans and specifications;
- (ii) drawing as-built;
- (ii) development of patterns.
- (g) Electrical and electronics work as it applies to gasfitting within the limitations under the Electricity Act 1992.
- (h) The ability to access and apply relevant documentation relating to gasfitting to meet compliance requirements, and an understanding of the regulatory environment. Descriptors include, but are not limited to—
 - (i) Acts and Regulations;
 - (ii) standards;
 - (iii) codes;
 - (iv) manufacturers' instructions.
- (i) The effect of the installation of gasfitting systems, or their components, on the integrity of structures, including weather tightness considerations as they relate to penetrations to the building envelope. Descriptors include, but are not limited to—
 - (i) preservation of structural integrity;
 - (ii) prevention of damage to property, including weather tightness.
- (j) Responsibilities relating to health and safety. Descriptors include, but are not limited to—
 - (i) personal and public safety;
 - (ii) site safety;
 - (iii) electrical safety.
- (k) Limitations on persons who can do, or assist in doing, gasfitting.

Transitional provision

- (3) Any applicant who, at 4 July 2013, is already engaged in the registration process set out in the former paragraph 7(1)(e) that was in force up until 3 July 2013 must complete that process with the following exceptions:
 - (a) Where the New Zealand Qualifications Authority has concluded that the applicant's overseas gasfitting qualification is equivalent to or greater than level 4 on the National Qualifications Framework, the applicant is not required to attend an interview with the Board to verify documentation and validate experiential and technical proficiency.
 - (b) The applicant is not required to sit or pass the Board's Practical Test of Workmanship.

11. Terms and conditions of registration

- (1) A tradesman gasfitter must pay any monies owing to the Board as they become due, subject to any exceptions agreed to by the Board.
- (2) A tradesman gasfitter must provide the Board with all information required for the public register.

12. Terms and conditions of licence

Continuing professional development

- (1) For the purposes of paragraph (2) below:

approved continuing professional development course means a course of training of up to 6 hours duration on continuing professional development topics as set out on the Board's website and delivered by an approved provider either in person or online

approved provider means a provider approved by the Board to deliver an approved continuing professional development course and notified on the Board's website.

- (2) To be eligible to renew their annual practising licence, all tradesmen gasfitters applying to renew their licence for the licensing years beginning on 1 April 2017 and beyond must satisfy the Registrar that they have completed any approved continuing professional development course that has been notified as applying in the 12 month period prior to renewal.

Part C – Journeyman gasfitter

13. Journeyman gasfitter

The Board designates the journeyman gasfitter class of gasfitting registration.

14. Authorised work

A journeyman gasfitter, who holds a current annual practising licence issued by the Board:

- (a) may carry out gasfitting under the supervision of a certifying gasfitter;
- (b) may test gasfitting.

15. Minimum standards for registration

To be registered as a journeyman gasfitter a person must have:

- (a) obtained the National Certificate in gasfitting; or
- (b) completed the third stage block course in gasfitting; or
- (c) completed the practice trade certificate in gasfitting.

16. Terms and conditions of registration

- (1) A journeyman gasfitter must pay any monies owing to the Board as they become due, subject to any exceptions agreed to by the Board.
- (2) A journeyman gasfitter must provide the Board with all information required for the public register.

17. Terms and conditions of licence

Continuing professional development

- (1) For the purposes of paragraph (2) below:

approved continuing professional development course means a course of training of up to 6 hours duration on continuing professional development topics as set out on the Board's website and delivered by an approved provider either in person or online.

approved provider means a provider approved by the Board to deliver an approved continuing professional development course and notified on the Board's website

- (2) To be eligible to renew their annual practising licence, all journeymen gasfitters applying to renew their licence for the licensing year beginning on 1 April 2017 and beyond must satisfy the Registrar that they have completed any approved continuing professional development course that has been notified as applying in the 12 month period prior to renewal.

Licence card

- (3) At all times when undertaking gasfitting, journeymen gasfitters must be able to produce a current licensed gasfitter licence card issued by the Board on demand.

Part D – General

18. Licence period

The licence period is from 1 April to 31 March of the following year, provided that:

- (a) a licence is issued for a maximum period of one licensing year;
- (b) all licences expire on 31 March irrespective of when in the licensing period they were issued
- (c) a licence issued after 1 April is valid only from the date on which it is issued until its expiry on 31 March.

19. Application forms

The Board must provide the following forms:

- (a) Application for registration as a
 - (i) certifying gasfitter;
 - (ii) tradesman gasfitter;
 - (iii) journeyman gasfitter;
- (b) Application for licence as a
 - (i) certifying gasfitter;
 - (ii) tradesman gasfitter;
 - (iii) journeyman gasfitter.

20. Glossary

- (1) Where the term “gasfitting” is used, it refers to “gasfitting” as defined in section 5 of the Act.
- (2) Where the term “supervision” is used it refers to “supervision” as defined in section 4 of the Act.
- (3) Where the term “certify” is used it refers to formal certification for the purposes of any Act or regulations that apply to the work.

Issued at Wellington this [date] 2016

WILLIAM HENRY MARTIN SAWYERS
Registrar
Plumbers, Gasfitters, and Drainlayers Board
