



November 2013

info brief



A word from the Chair

Welcome to the November edition of the Plumbers, Gasfitters and Drainlayers Board Info Brief.

One of the Board's functions is to promote, monitor and review the ongoing competency and safe working practices of registered tradespeople. Today I want to focus on the monitoring part of that function and how the Board is able to do that.

In the past the Board was able to actively monitor the competence of gasfitters through the audit programme, undertaken as part of the gas certification process. Now that it is not involved in gas certification, it needs to develop other ways of monitoring not only gasfitters, but also plumbers and drainlayers. The consultation that is currently underway in relation to competence reviews is directly related to that.

Commencing next year the Board proposes to undertake high level competence reviews for the purpose of monitoring the state of the three trades. One hundred and fifty people will be asked to take part in a review each year. These reviews will only involve certifying tradespeople, as they in turn have responsibility for competent work practices among those people that they supervise.

The reviews are unlikely to take more than two to three hours of a person's time. The primary focus of the reviews will be on knowledge of compliance requirements, and the systems that certifying tradespeople have in place to achieve compliance.

These reviews will not be undertaken for the purpose of catching people out. They will identify issues that tradespeople are commonly experiencing problems with, so that attention can then be given in these areas. This could be in the form of developing new training material and/or continuing professional development (CPD) requirements.

At present the Board only receives a snap shot into the competence of tradespeople through complaints it receives; which frequently identify poor practice. We know that this does not necessarily provide an accurate picture of the industry as a whole. For example better information will lead to more informed decisions being able to be made about CPD; things such as how much, how often and about what.

The plumbing, gasfitting and drainlaying industries continue to evolve and become more professional. Establishing an effective monitoring regime will play an important part in that.

Alan Bickers
Board Chair

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Celebrating 100 years

Youth Leadership Awards - applications now closed

The Board would like to thank those who have submitted an application for the Youth Leadership Awards, in celebrating the Boards centenary.

Industry engagement has been high, and we have been impressed by the inspired responses; a great endorsement of the large number of young tradespeople within the industry with potential to lead.

All applications have now been submitted for judging and successful applicants will be contacted by 24 December 2013. As previously announced, alongside the Award, winners from each trade will get the opportunity to attend an Outward Bound course.

For young tradespeople with enthusiasm and vision for the industry, this experience is designed for personal growth and leadership development for the future.

The history of Outward Bound

For fifty years, the New Zealand workforce has given their best talent the opportunity to learn through these courses.

Like no other training programme, Outward Bound strike a balance of indoor theory sessions, outdoor challenges and expert facilitation. The courses provide challenges to help attendees step up in their roles, discover individuality and also their place within a team.

Through engaging in facilitated workshops, workplace feedback and team activities, participants learn to lead with confidence and work better together in teams.

Good luck to all applicants.

Outward Bound[®]



Summer media campaign

Summer is here, and the Board will again be promoting the 'Ask for the Card' campaign during December and January, through regional and community newspapers.

The aim is to inform consumers that the industry is in fact regulated. We will explain the reasons why they should engage an authorised tradesperson, and the risks of using someone that isn't. We will promote the licence card and encourage consumers to ask to see it.

Help us to raise public awareness and squeeze out illegal operators in your area by showing your card to your customers at every opportunity.



Smart viewing

Info Brief is packed full of up-to-date Board and industry news - so it's important to us that it's as easily accessible as possible.

We understand that technology has evolved rapidly over the past few years to meet the demand of busy lifestyles. Our communications now need to evolve with the new delivery channels, that are widely in use throughout the industry. That's why this month we have made a few changes.

You now have three viewing options to choose from

Mobile compatible - an instant 'on demand' format. This option is readily accessible, and easily read while out in the field on most brands of smartphone or tablet.

Quick view online - click through from your PC to a quick 'easy read' online Info Brief, that lets you view with page turning software.

Printable version - download, view and print a PDF version of the latest Info Brief from our website.



2014 Stakeholder survey

With the new year fast approaching, the Board is preparing to conduct its 3rd annual stakeholder survey. The start date has been scheduled for the 7th February 2014.

Who participates in the Board's annual stakeholder survey?

The aim of the survey is to measure the level of satisfaction that tradespeople have with a range of services the Board provides. The results will identify what is working well, and help gauge feedback for improvement. As with previous years, 400 randomly selected tradespeople will be contacted by the National Research Bureau (NRB), on behalf of the Board.

If I do get a call, what can I expect?

For those selected in this process, questions that you can expect to be asked about will fit into the categories of:

- service, communications, consultation, registration and licensing, and the role of the Board.

How do I find out the results of the survey?

Once feedback has been collated, we will publish results in Info Brief and on the Boards website.

We know you're busy

If you do receive a call from the NRB, please take the time to answer our questions. Your effort and industry insight is much appreciated.

Recent prosecution

Gustav Van Zyle has been convicted and fined \$1,000 along with solicitor's (\$113) and court costs (\$138), for two counts of illegally advertising plumbing services, when he was not registered, licensed or otherwise authorised by the Board to carry out sanitary plumbing work.

Mr Van Zyl pleaded guilty to both charges and was sentenced 14 November 2013, in the Gore District Court.

Quick links

The Board website has a lot of helpful links to other industry and training websites. They are a great first port of call for any questions or information you may need.

<http://www.pgdb.co.nz/trade/links.html>


Take a look at what's new

 Apprenticeship Training Trust

<http://www.att.org.nz/whats-new>

 MasterLink

<http://www.masterlink.co.nz/>

 Energy Safety

www.energysafety.govt.nz

 Standards New Zealand

<http://www.standards.co.nz/>

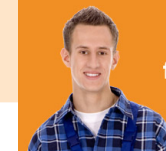
Help squeeze out illegal operators in your area



Get on board

Show your card to your customers and spread the word that only authorised tradespeople can undertake plumbing, gasfitting and drainlaying. A reduction in illegal work benefits legitimate industry operators. We have a range of campaign marketing material available to help you.

Display a poster, include one of our 'ready to place' adverts in your newsletter or offer a leaflet to your customers. [Send a request for resources to comms@pgdb.co.nz](mailto:comms@pgdb.co.nz).



Have you relicensed for the 2013/14 year?
It's now even easier than ever to renew online.

<http://www.pgdb.co.nz/trade/licensing>

Driving public awareness

Hiring a Plumber, Gasfitter or Drainlayer?

Before you do...

Ask to see their card to check they have our authorisation.



Without it, it's illegal for anyone to do this work in NZ.

You can also check if someone's authorised
www.pgdb.co.nz 0800 743 262

There are plenty more stickers left!

If you would like more, give us a call on 0800 743 262 or email comms@pgdb.co.nz.

Display a sticker in your vehicle or shop to drive public awareness of the importance of hiring authorised people.





A simple guide to gasfitting certification

Under the amended Gas (Safety and Measurement) Regulations 2010



For those who missed the September notification, we've put together a helpful guide for gasfitters. There is now also a checklist resource available - see page six.

What gasfitting requires certification?

From 1 July 2013, all gasfitting work (as defined in section 5 of the Plumbers, Gasfitters and Drainlayers Act 2006) requires certification.

Who can certify gasfitting?

Only Certifying Gasfitters or people specifically authorised by the Board to certify can issue any gasfitting certificate.

What types of gasfitting certificates are required?

There are now two stages to certification: **the Certificate of Compliance (CoC)** and the **Gas Safety Certificate (GSC)**.

Certificate of Compliance (CoC). A CoC is required for all high-risk and general gasfitting. The CoC is issued by the person (certifying gasfitter) who carried out or supervised the work and states that the gasfitting was done lawfully and safely. A CoC may also be issued for low-risk gasfitting.

A CoC may be issued for work on an installation or part installation and CoCs may be combined.

Gas Safety Certificate (GSC)

A GSC is required for all gasfitting work on an installation or part installation once it has been completed and connected to the gas supply. If the gasfitting work is done without disconnecting the gas supply a GSC must be issued on completion of the work. The GSC states that the installation is connected to a gas supply and is safe. The GSC is issued by the person (certifying gasfitter) who did or supervised the connection.

A person connecting the gas installation (and therefore issuing a GSC) is entitled to rely on any relevant CoCs. Connection and issuing the GSC usually happens at the end of each job but may on some occasions happen two or more times over the course of the installation.

What does a gasfitting certificate need to contain?

Certificate templates can be found at www.med.govt.nz/energysafety/forms/certification/gas

What gasfitting has to be entered into the Energy Safety database?

Only high risk gasfitting. This entry is not a certificate; it is a record of the installation.

How do I decide which risk type a gasfitting job fits into?

This work is now broken down into three risk types: low-risk, high-risk and general risk. Use the following check lists to determine which risk type the gasfitting is.



1. Decide whether the gasfitting meets any of the low-risk criteria. If so, it is low-risk gasfitting.
2. If the gasfitting is not low-risk, decide whether it meets any of the high-risk criteria. If so, it is high-risk gasfitting.
3. If it is not low-risk or high-risk gasfitting, it is general gasfitting.

Low-risk gasfitting

If any of the conditions listed below applies, the gasfitting is low-risk.

- 1** The (like for like) replacement of a gas appliance with an equivalent gas appliance, **provided** —
 - (i) the work **does not** result in any of the following:
 - the repositioning of pipework or flue system components
 - a change in the installation pressure or the gas type
 - a significant change in energy consumption
 - a change in the ventilation
 - a change to the operation of the installation; and
 - (ii) the appliance is not located in a caravan or boat with sleeping quarters.
- 2** **Maintenance of fittings and appliances** in an installation that involves gasfitting – **other than** repair work carried out following a notifiable accident.
- 3** **Replacement fittings that are instrumentation and related controls** – **provided** the **work doesn't** result in the repositioning or disturbance of pipework **that is not** instrumentation and related controls.
- 4** **Setting of safety devices, combustion conditions and controls** that **are not** designed to be adjusted by a consumer or gas refueller.
- 5** **Gasfitting in a gas engineering workshop, manufacturing facility, gas test facility, laboratory, hospital, research project, or teaching institution, but only if—**
 - (i) the work is the installation of temporary pipework between fittings (or between gas appliances, or between fittings and gas appliances), or the repair of fittings and gas appliances; and
 - (ii) the fittings or appliances are used for experimental, testing, demonstration, teaching, or research purposes.



Consultation

Proposal to prescribe participation in competence reviews

In April and May this year the Board consulted on a proposal to prescribe participation in competence reviews as a standard term and condition of a licence, by way of Gazette notices. 159 submissions were received and many of these asked for more information on things such as:

- In what circumstances will I have to take part in a competence review?
- What is involved in a competence review?
- What is the result of a competence review used for?
- How much of my time will a competence review take?
- How often will I have to do a competence review?
- If the Plumbers, Gasfitters and Drainlayers Act 2006 authorises the Board to review the competence of tradespeople, why are these Gazette notices necessary.

This second consultation document provides more information on these and other things.

You can access the consultation page by visiting our website at www.pgdb.co.nz and click on the consultation tab in the navigation bar.



Most low-risk gasfitting is gasfitting that before 1 July 2013 did not require certification. Examples of low-risk gasfitting are:

- servicing a gas appliance e.g. setting burner pressures, adjusting burner aeration controls, replacing thermocouples etc
- replacing or swapping a like for like appliance or fitting e.g. a valve or regulator or a flue cowl.

If any of the 12 conditions listed below applies and it is not low-risk, then the gasfitting is high-risk.

High-risk gasfitting determination checklist

1	Alteration of or addition to an existing installation
2	Work not carried out in accordance with the means of compliance in the Installation Standard
3	Work on an installation that includes gas pressure raising equipment
4	Repair work following a notifiable incident
5	Work on domestic premises where the maximum operating pressure is more than 7 kPa for NG or more than 14 kPa for LPG
6	Work in a building of more than three storeys which contains three or more separate dwellings
7	Work done to Part 1 of the installation Standard but where the pressure supply to the installation is greater than 200
8	Work done to Part 2 of the installation Standard but where the pressure supply to the installation is greater than 3
9	Work done within 20 metres of a hazardous area
10	Work in a building in which air pressure is controlled by a mechanical ventilation system
11	Work where air for combustion is provided by mechanical means either at above or below atmospheric pressure

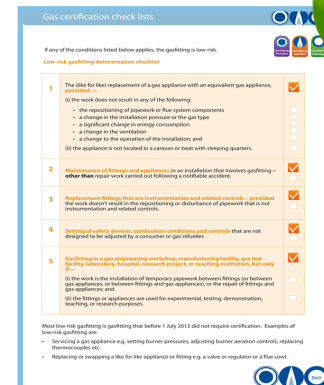
General Risk

If the gasfitting is not low-risk or high-risk, it is general risk. Examples are:

- a new installation that does not meet any of the high risk criteria
- replacing an appliance with a different type of appliance
- installing pipework, flues or ventilation.

What is a Safety Verification Certificate used for?

A safety verification certificate issued by a certifying gasfitter or other person authorised to certify in accordance with NZS 5255(Int):2013 is required where an existing gas installation has been disconnected for 6 months and no general or high-risk gasfitting has been done in that period.



Still unsure?

See page seven for :

- a link to the step by step guide, on how to enter information on to the Energy Safety high-risk database
- a few more general, low and high risk gasfitting certification examples.

Handy check list resource

The handy check list resource available on our website will help you determine if work is high, low or general risk out in the field.

<http://www.pgdb.co.nz/trade/info-for-gasfitters.html>





Find the step by step guides for users on how to enter information on to the Energy Safety high-risk database here: <http://www.med.govt.nz/energysafety/installations-networks/eghr-database/user-guide-to-the-eghr-database>



Gasfitting certification examples

General gasfitting



If you install a continuous flow water heater in a new installation, that meets the means of compliance in the installation standards:
the work is not low-risk or high-risk; therefore it is general gasfitting

- the work requires a CoC as well as a GSC.

Low-risk gasfitting



If you replace a continuous flow water heater with an equivalent that does not result in a change to the installation pipework, gas type, gas pressure, energy consumption, ventilation or operation of the installation:

- the work is low-risk gasfitting
- the work requires a GSC.

High-risk gasfitting



If you install a continuous flow water heater in a new domestic installation, that doesn't meet the means of compliance in the installation standard:

- there will have to be a certificate designed, and you may also be following manufacturer's instructions
- the work is not low-risk, but is high-risk; because it meets one of the high-risk criteria
- the work requires a CoC and a GSC, and you will have to register details about the work on the high-risk register.

General gasfitting



If you install the pipework for a new installation of a continuous flow water heater, without connecting it to the gas supply, but someone else is going to install the appliances and connect the gas supply:

- the work is not low-risk or high-risk; which means it is general gasfitting
- the work requires a CoC for the part installation (It will require a GSC when it is connected by the person who connects the gas supply)
- the person doing the connection can rely on the CoC for the pipework.

General gasfitting



If you install the pipework for a new installation of a continuous flow water heater, and connect it to the gas supply, but someone else is going to install the appliances and connect the gas supply:

- the work is not low-risk or high-risk; it sits in the general gasfitting category
- the work requires a CoC and GSC for the part installation
- the installation of the appliance will require a CoC and GSC when it is connected

New policies

Review of public register policy

At its meeting on 12 November 2013, the Board approved a new version of the public register policy.

The new version of the policy came about from the first review of the existing policy.

The new version of the public register policy is now in effect.

How to find the Boards public register policy

You can find the latest version of the public register policy on our website at:

<http://www.pgdb.co.nz/legislation-policies/policies>.

