



Infobrief

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More planned licence checks and supervision monitoring

SUPERVISION

Peter Jackson

CHAIRPERSON



It is pleasing to see that the licence checks nationwide are proving to be effective in reducing illegal operators within the industry. However, instances of poor supervision continue to feature prominently in reports from the investigations team and complaints that are received by the Board.

Certifying tradespeople who supervise other tradespeople, trainees or exemption holders take on a significant responsibility. It is apparent that sometimes, that responsibility is not well understood.

The supervisor is responsible for the quality of the work carried out by those people they supervise and that work must be carried out under their control and direction.

Poor supervision can have a significant impact on public health and safety, and a supervisor can be held accountable for work that does not meet required competence standards.

It is the supervisor's responsibility to ensure their level of supervision is appropriate for the relevant circumstances of those they supervise. There are supervision guidelines available and they can be found on the Board's website (see page four). I encourage all supervisors to download the guidelines to ensure they are up to speed.

The plumbing, gasfitting and drainlaying industries continue to evolve and become more professional. Establishing an effective monitoring regime plays an important part in that. The Board will be keeping its focus on unauthorised work over the next twelve months with more planned licence checks and monitoring of supervision requirements.

WHAT'S NEW IN 2017



- **Trade identification**
- **Trade promotion**
- **Trade support**
- **Public awareness**
- **Social media**
- **New licence classes**

See pages 3, 5 and 6

THE BOARD'S FOCUS

CE update



FRONT-LINE HEALTH

Martin Sawyers

CHIEF EXECUTIVE



Annually, preventable diseases related to water and sanitation claim the lives of about 3.1 million people, most of them children less than five years old.

In 2015, the World Health Organisation described one profession as being "the most important front-line health professionals in the world".

It wasn't doctors or nurses they were referring to but plumbers.

Annually, preventable diseases related to water and sanitation claim the lives of about 3.1 million people, most of them children less than five years old. Of these, about 1.6 million people die from diarrhoeal diseases associated with a lack of safe drinking water and adequate sanitation.

In New Zealand, it is easy to take the provision of clean water and effective sanitation for granted and forget the important link between plumbing and public health. The recent Havelock North outbreak of *Campylobacter*, together with the breaks to normal water and sanitation services as a result of the Christchurch and Kaikoura earthquakes, has been a timely reminder of how important the provision of clean water and sanitation services can be to communities.

At the Board, we unashamedly promote the importance of plumbers to public health. We consider one of the biggest threats to public health is the proliferation of unauthorised persons carrying out restricted work.

New Zealand has some of the most highly trained and competent plumbers in the world and we are

the envy of many countries as a result. We want to avoid public health being endangered by untrained people doing work that only the professionals should be.

Major initiatives in this area over the past twelve months have been:

- The engagement of two full-time investigators.
- The creation of the Report-A-Cowboy mobile phone app.
- Getting the Insurance Council to issue a statement warning homeowners of the risks of using unauthorised persons.
- Targeted operations in Auckland, Canterbury and Queenstown focused on catching those performing unauthorised work.

The Board will be keeping its focus on unauthorised work over the next twelve months with more targeted operations being planned as well as a couple of exciting new initiatives in the pipeline.

In the meantime, remember if you come across suspected unauthorised work please let us know so we can take action to deal with it.


[Get the App](#)

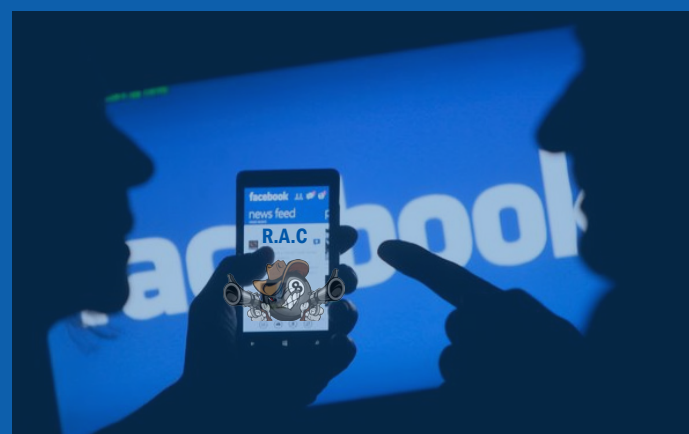

What's new in 2017



CONSUMER AWARENESS New marketing **campaign**



TRADE IDENTIFICATION New look **photo licence**



SOCIAL MEDIA STRATEGY R.A.C app and Facebook **duo**



PROMOTIONAL ACTIVITY Front-line health **professionals**



TRADE SUPPORT on-line **technical library**

INVESTIGATIONS REPORT

Joining forces

LICENCE SWEEPS

Auckland region

CONSTRUCTION INDUSTRY REGULATORS JOIN FORCES IN TARGETED OPERATION



Jayson Thomas,
Investigations Manager:

An ex police officer with 9 years of his career spent as an investigator in the Criminal Investigation Branch, Jayson has also worked previously as a regulatory investigator for the Civil Aviation Authority.



Dean Wakelin,
Investigator:

An ex police officer with nine years investigative experience. Dean has also previously worked within the police communications and court prosecutions environment.

It has come to our attention from a number of sources that there are large amounts of unauthorised people working on commercial scale housing developments situated around the Auckland area.

From this information, the Board's investigations unit recently completed an intelligence-gathering trip to those areas identified. Joining us were a number of representatives from the other industry regulators within the construction sector.

Following this trip, a joint licensing compliance operation was deployed in the Auckland area by all the regulators involved. This operation targeted 78 sites where restricted work was identified.

The outcome was that we found a number of people working without a licence. Again, supervision was identified as an issue. We found cases of those working on exemptions completing restricted work in an unauthorised capacity. In some instances, they had only ever met their supervisor once.

A number of investigations have arisen from this operation, some of which will probably proceed to a prosecution.

Unauthorised work is now not only a focus of the PGDB. Regulatory authorities are joining forces and increasing the focus on unauthorised work across the whole industry. We are partnering agencies who are looking out for each other.

Unauthorised people are now not only at risk of a shoulder tap from a PGDB investigator, they may also get a tap from another agency regulator who will pass that information onto us.

Those who continue to try to operate outside of the law – will be found and we will prosecute them.

If you come across suspected unauthorised work let us know so we can take action to deal with it.

For direct contact with Board's investigations unit download the R.A.C app from the Board's website at www.pgdb.co.nz/app.

Jayson Thomas, Investigations Manager

Get the Board's

Supervision



guidelines at

WWW.PGDB.CO.NZ/LEGISLATION-POLICIES/POLICIES

2016/2017 LICENCE CLASSES

Licence changes



TRADESMAN AND JOURNEYMAN

In May 2015, the Board launched a review of registration and licensing requirements. As the result of three rounds of consultation with the industry, the following changes to the licensing terms and conditions have been developed. They take effect from the 2017 licensing year onwards.

Tradesman licence class

- On 6 December 2016, the **licensed** class of registration will be changed to **tradesman**.
- As part of the consultation in 2015, it was proposed that the licensed class naming be changed as it can cause confusion.
- How? Licensed refers to one name of a registration class, as well as holding an annual practising licence for the **licensed** and **certifying** classes of registration.
- This change will take effect from 6 December 2016 on the Board's website, public register, and the practitioner log-in.

Please note: any 2016 authorisation cards which have **licensed** on them are still valid.

When a currently licensed person comes to renew for the 1 April 2017 licensing year, they'll apply for a tradesman licence. E.g. in 2016 you will be a **licensed** plumber, for 2017 you will be a **tradesman** plumber.

This is a change in name only, nothing else about the class will change.

Journeyman licence class

- On 6 December 2016, a new journeyman class of registration will also be available.
- A registered journeyman will be able to install, test, and (gasfitting only) work on live gas, under the supervision of their certifier. They cannot supervise or be a nominated person, or

verify, or (gasfitting only) commission or issue gas certificates.

- Journeyman registration will appeal mostly to those who completed their qualifications some time ago and have never passed the 9192/9193/9197 licensed level exams.
- It may also appeal to those who completed their qualifications in recent years who are no longer eligible to work under a limited certificate trainee authorisation. The journeyman class would be preferable as the only other option would be an exemption under supervision, and this would mean having to work in the direct presence of their certifier/nominated person for the first two years (and in the case of gasfitting, not being able to work on live gas).
- Those who hold a journeyman licence will be required to undertake continuing professional development (CPD) to renew their licence. They will also be required to pay licensing fees when they renew (i.e. prosecution and disciplinary levy + licence fee).
- To be eligible for registration in the journeyman class, a person must have successfully completed either the National Certificate in plumbing/gasfitting/drainlaying, or the third stage block course in plumbing/gasfitting, or the practice trade certificate in plumbing/gasfitting/drainlaying.
- For those wanting to become registered and licensed as a journeyman in the 2016 licensing year, the Registrar will waive the relevant fees (\$712). For the 1 April 2017 licensing year and onwards the fees will be (\$355 registration fee + \$86 licence fee + \$271 prosecution and disciplinary levy).

Upload a photo



Avoid delays in 2017

UPLOAD YOUR PHOTO BEFORE CHRISTMAS

In 2017 new and improved licence ID cards will include a photograph, and all classes of registration will be shown on the back of the card.

This will ensure that no one else can use your ID card if it is lost or stolen and improves the overall professionalism of the trade. Your Licence renewal with a colour photo ID card will cost no more than in 2016.

From early December this year, you will be able to upload your photo to be accepted and ready for the 2017 licensing year through your practitioner log-in on the Board's website.

By getting organised now you avoid the rush and any potential delays in February/March of next year when it's time to renew your practising licence. There is no charge to upload your photo now.

To ensure that every ID card is produced to a high standard the Board suggests using a passport standard and size photograph, but if you already have a photo or wish to take your own photo that meets the criteria below it will be accepted.

Your digital photo will need to be; a (.jpg or .jpeg) a (*.tif, *.tiff), or (*.png). File size - between 250 KB to 5 MB. Aspect ratio 5:6. Pixels must be between 300 pixels wide * 360 pixels high and 8000 pixels wide * 8000 pixels high.



Do you have your CPD points for 2017?

IF YOU HAVE MISSED THE TRAINING EVENTS - GET IT DONE ONLINE

To renew your practising licence in the licensed and certifying classes for any of the trades on 1 April 2017, you need to have attended the CPD training session part of the 2016 PGDB and Mico CPD training roadshow.

45 sessions were held around the country during June, July, August and September 2016.

For those who couldn't attend one of the roadshows, an online version of the training session is available.

Go to www.pgdb.co.nz/trade/cpd and book yourself into an online course.



Sam Wood,
Trade Advisor/Investigator

Tech tips

UPSKILLING OPPORTUNITY

Gasfitting and electrical

WHEN CAN A GASFITTER WORK ON THE ELECTRICAL PARTS OF A GAS APPLIANCE?

Working on electrical appliances is restricted work, as this helps ensure the safety and quality of appliances in New Zealand. Where a gas appliance also has electrical components it is considered an electrical appliance as well as a gas appliance.

For example, a gasfitter can work on the gas pipe work going to a heater but they cannot replace an electrical component, such as an electrical fan (restricted electrical work).

The Electrical Workers Registration Board (EWRB) recognises that it is useful for some electrical work to be done by other associated tradespeople such as gasfitters.

For this reason, the EWRB does have a class of licence for associated trade's people. This licence allows the licence holder to carry out a limited amount of tasks relating to maintenance on some electrical appliances.

TASKS AN ASSOCIATED TRADESPERSON (GASFITTER) LICENCE HOLDER CAN CARRY OUT

A. The maintenance and replacement of fittings that have an electrical rating of not more than 250 volts and 16 amperes which are one of the following:

- storage water heater elements and thermostats.

B. The disconnection and connection of fittings from or to a power supply, other than by means of a plug or pin inserted into a socket, or an appliance coupler inserted into an appliance inlet; where those fittings have an electrical rating of not more than 250 volts and 16 amperes and are one of the following;

- waste disposal units; electronic water control units; water pressure devices; storage water heaters.

C. The testing of work described in items (a) and (b) above.

D. The certification of work described in items (a) and (b) above.

E. The supervision of any work described in items (a) to (d) above.

F. The maintenance and replacement of fittings that have an electrical rating of not more than

250 volts and 16 amperes which form part of gas fired equipment.

G. The disconnection and connection of fittings from or to a power supply, other than by means of a plug or pin inserted into a socket, or an appliance coupler inserted into an appliance inlet; where those fittings have an electrical rating of not more than 250 volts and 16 amperes and form part of gas fired equipment.

H. The testing of work described in items (f) and (g) above.

I. The certification of work described in items (f) and (g) above.

J. The supervision of any work described in items (f) to (i) above.

NB: It is important to note that for many appliances the manufacturer has dedicated service agents. If someone working on the appliance is not a service agent they may void the warranty on the product, even if they are legally allowed to work on it.

To find out more about upskilling and obtaining an associated trade licence go to:

www.ewrb.govt.nz/for-the-trade/relicensing



H&S risks identify yours with this new tool

A new interactive tool from WorkSafe is designed to help business owners and operators see health and safety (H&S) risks in different scenarios. The 'Around the Block' tool takes users on a spot-the-risk journey through businesses you'd typically find on a city or town block.

- The tool is a direct response to feedback from business owners who wanted to better understand health and safety in the context of their own business.
- WorkSafe worked with small and medium-sized businesses to co-create the tool to make sure it's relevant, accurate and resonates with those in different industries. The tool features 13 businesses.
- WorkSafe's 'icebreaker' videos help users identify various risks and give examples of how they could be managed. Clickable risk hotspots link to relevant H&S information and resources on the WorkSafe website.
- This is also a great tool to get workers involved in understanding H&S risk management.

Take a look in the Toolshed here - www.worksafe.govt.nz/worksafe/toolshed/around-the-block