

## National Diploma in Building Control Surveying (Small Buildings) (Level 5)

**This qualification has been reviewed. The last date to meet the requirements is 31 December 2019. This qualification has been reviewed and will be replaced by the New Zealand Diploma in Building Surveying (Level 6) [Ref: 3030].**

The current qualification is designed to give people the ability to carry out work in relation to small buildings. It equips them with the skills to process consents, understand legal requirements and formally deal with clients.

### Key Learning Outcomes

Graduates of this qualification will be able to:

- Demonstrate knowledge of building control legislation and requirements
- Peer review building control authority quality management system process for compliance with quality standards
- Demonstrate knowledge of the processes for issuing certificates and notices under the Building Act 2004
- Explain the effect and impact of loads, forces and physical effects on structural components and materials
- Demonstrate knowledge of Clause H1 – Energy Efficiency in the Building Code
- Complete service inspections for small buildings
- Assess building consent applications for the service elements of small buildings
- Complete building inspections for small buildings
- Assess building consent applications for small buildings
- Demonstrate knowledge of the processes for approving documentation and completing inspections for small buildings
- Demonstrate knowledge of ethics and personal responsibility applicable to Building Control Surveyors

### Programme Credits

242 or 251

## National Diploma in Building Control Surveying (Small Buildings)

**Level** 5

**Credits** 242 or 251

This qualification has been **reviewed**. The last date to meet the requirements is 31 December 2019.

### Transition Arrangements

This qualification has been reviewed and replaced by the **New Zealand Diploma in Building Surveying (Level 6) [Ref: 3030]**.

The last date for entry into programmes leading to the replaced National qualifications is 31 December 2017. The last date for assessment to take place for the replaced National qualifications is 31 December 2019.

For detailed information see [Review Summaries](#) on the NZQA website.

This qualification contained standards that had expired or been replaced by other standards. For the purposes of this qualification people who have gained credit for the replacement standards are exempt from the requirement to gain credit for the expiring or replaced standards – see table below.

Credit for	Exempt from
9671	27157
10161	27147
10163	27149

### NQF Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	April 2009	December 2019
Review	2	November 2015	December 2019

### Standard Setting Body

The Skills Organisation  
 Freepost 5164  
 PO Box 24-469 Royal Oak  
 Auckland 1345

Telephone 0508 SKILLS (0508 754 557)  
 E-mail [info@skills.org.nz](mailto:info@skills.org.nz)

## National Diploma in Building Control Surveying (Small Buildings)

<b>Level</b>	<b>5</b>
<b>Credits</b>	<b>242 - 251</b>

### Purpose

People awarded this qualification will have demonstrated knowledge of building control legislation and requirements, Building Act 2004 processes, the processes for consenting and inspecting small buildings, and of professional ethics, liability, and workplace responsibility in the context of building control surveying.

They will be able to interview in an informal one-to-one situation and communicate with clients in a compliance context, assess small building consent applications including services, complete building inspections for small building including services, and peer review building control authority quality management system processes for compliance with quality standards. They will also be able to demonstrate knowledge of small building construction methods, materials, systems, and the Building Code.

This qualification recognises the knowledge and skills of building control surveyors working with small buildings. The elective sets A and C correspond to unit standards that are assessed against during a common first year of programmes leading to the award of the three National Diplomas listed below. They allow people completing the common first year programme with a Tertiary Education Organisation in the National Diploma in Construction Management (Level 6) [Ref: 0356], the National Diploma in Quantity Surveying (Level 6) [Ref: 0358], and the National Diploma in Architectural Technology (Level 6) [Ref: 0357] to specialise in building control surveying. The elective sets B and D allow people following an on-job or building control specific learning pathway within a Building Control Authority to achieve the qualification.

While the qualifications listed above have a design and customer focus, this qualification has a compliance and legislative focus. The parallel pathways promote the transfer of knowledge across disciplines and greater understanding between sectors, which should allow individuals greater career flexibility within the wider construction industry. Elective one covers the knowledge of the Building Code from a design or compliance perspective, while elective two covers the knowledge of small building construction methods, materials and systems from a design or compliance perspective.

The National Diploma in Building Control Surveying (Medium and Large Buildings) [Ref: 1487] is a complementary qualification. This qualification is not required as an entry requirement to that qualification but it provides a qualification pathway reflecting the career pathway of Building Control Surveyors.

## Replacement Information

This qualification and the National Diploma in Building Control Surveying (Medium and Large Buildings) [Ref: 1487] replaced the National Diploma in Compliance and Regulatory Control with strands in Building Inspection, and Plumbing and Drainlaying Inspection, and an optional strand in Specialist Inspection [Ref: 0421].

## Special Notes

It is recommended that people entering programmes leading to the award of this qualification have:

- a minimum of 10 credits from the *Mathematics* subfield at Level 2;
- a minimum of 10 credits from the *Computing* subfield at Level 1;
- or be able to demonstrate equivalent knowledge and skills. This may be evidenced by a subject pass in Office Practice (BS4001) in the Diploma in Building Surveying offered by Wellington Institute of Technology.

For the purposes of this qualification 'small buildings' are small-scale, lightweight buildings, generally of non-specific design, and of domestic scale with lightweight framing and/or concrete or concrete masonry construction.

Recognition of current competence (RCC) acknowledges the skills and knowledge gained from work and experience, or from courses or study undertaken. Candidates are able to undertake an RCC assessment process to gain credit for standards. The RCC process is carried out by registered assessors and accredited providers. Candidates are encouraged to contact the Tertiary Education Organisation they are working with for information regarding RCC processes for this qualification.

## Credit Range

	Compulsory	Elective 1	Elective 2
Level 3 credits	3	-	-
Level 4 credits	21	-	0-10
Level 5 credits	153	30-49	15-25
Level 6 credits	-	0-10	-
Minimum totals	177	40 or 49	25

## Requirements for Award of Qualification

### Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided in section 7 of the New Zealand Qualifications Authority (NZQA) Rules and Procedures publications available at <http://www.nzqa.govt.nz/ncea/acrp/index.html>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

## Summary of Requirements

- Compulsory standards
- Elective 1 – as specified
- Elective 2 – as specified

## Detailed Qualification Requirements

### Compulsory

The following standards are required

Humanities > Communication Skills > Interpersonal Communications

ID	Title	Level	Credit
1296	Interview in an informal one-to-one situation	3	3

Law and Security > Compliance and Law Enforcement > Building Control Surveying

ID	Title	Level	Credit
22698	Demonstrate knowledge of building control legislation and requirements	5	20
24160	Peer review building control authority quality management system process for compliance with quality standards	5	10
24161	Demonstrate knowledge of the processes for issuing certificates and notices under the Building Act 2004	5	10
24162	Explain the effect and impact of loads, forces and physical effects on structural components and materials	5	10
24171	Demonstrate knowledge of Clause H1 - Energy Efficiency in the Building Code	5	3
24172	Complete service inspections for small buildings	5	20
24173	Assess building consent applications for the service elements of small buildings	5	20
24175	Complete building inspections for small buildings	5	25
24176	Assess building consent applications for small buildings	5	25
24177	Demonstrate knowledge of the processes for approving documentation and completing inspections for small buildings	4	15
24519	Demonstrate knowledge of ethics and personal responsibility applicable to Building Control Surveyors	5	10

Law and Security > Compliance and Law Enforcement > Compliance and Regulatory Control

ID	Title	Level	Credit
11283	Communicate with clients in a compliance context	4	6

**Elective 1**

Meet the requirements of 1 of the following sets

- Set A
- Set B

**Set A**

The following standards are required

Planning and Construction > Architecture > Architectural Technology

ID	Title	Level	Credit
27147	Establish the requirements for a design brief, and write a design brief for a building project	5	10
27149	Prepare a developed building design from a preliminary design	6	10

Planning and Construction > Construction > Construction Technology

ID	Title	Level	Credit
9663	Demonstrate knowledge of a feasibility study of a site	5	5
9664	Demonstrate knowledge of building law	5	10
9667	Apply principles from published data to the provision of services for small buildings	5	10

**Set B**

The following standards are required

Law and Security > Compliance and Law Enforcement > Building Control Surveying

ID	Title	Level	Credit
24164	Demonstrate knowledge of structural stability and durability in the Building Code	5	10
24165	Demonstrate knowledge of fire safety requirements in the Building Code	5	10
24166	Demonstrate knowledge of Clause D1 - Access Routes in the Building Code	5	5
24167	Demonstrate knowledge of surface water, and external and internal moisture control in the Building Code	5	5
24168	Demonstrate knowledge of hazard management and the safety of users in the Building Code	5	7
24169	Demonstrate knowledge of the requirements for services and facilities in the Building Code	5	7
24170	Demonstrate knowledge of the requirements for piped services and waste in the Building Code	5	5

**Elective 2**

Meet the requirements of 1 of the following sets

- Set C
- Set D

**Set C**

The following standards are required

Planning and Construction > Construction > Construction Technology

ID	Title	Level	Credit
9669	Apply principles from published data to evaluate and select materials and finishes for buildings	4	10

Planning and Construction > Construction > Core Planning and Construction

ID	Title	Level	Credit
27157	Determine and describe construction of small buildings	5	20

**Set D**

The following standards are required

Law and Security > Compliance and Law Enforcement > Building Control Surveying

ID	Title	Level	Credit
24163	Demonstrate knowledge of small building construction methods, materials and systems	5	25

**Credit Transfer Arrangements**

For the purposes of this qualification, candidates may claim exemptions against specified standards in the compulsory and elective sections.

Exemptions will only apply for the purposes of award of this qualification and will not appear on the Record of Achievement. The exemptions must be applied for on the application form in the appendix and should be reported as part of the normal reporting of results. The current NZQA credit fees will apply. The fee must also be paid before the application is processed.

Candidates may use subject passes from the Wellington Institute of Technology (WelTec) Diploma in Building Surveying as specified in the table below.

Credit for			Exempt from
Ref	No.	Title	Standard ID
	95047	Residential Construction (Non-Specific Design)	9667, 9671
	95048	Professional Practice	1296, 11283, 24519
	95049	Building Control A - Legislation	9664

Credit for			Exempt from
Ref	No.	Title	Standard ID
	95050	Building Control B - Consent Process	24177
	95049	Building Control A - Legislation	9664, 24161, 24177
	95050	Building Control B - Consent Process	

## Transition Arrangements

### Version 1

This qualification and the National Diploma in Building Control Surveying (Medium and Large Buildings) [Ref: 1487] were developed to replace the National Diploma in Compliance and Regulatory Control with strands in Building Inspection, and Plumbing and Drainlaying Inspection, and an optional strand in Specialist Inspection [Ref: 0421]. Ref: 0421 was registered on the 18 March 2003 and did not meet the requirements of the Building Act 2004 or the requirements of section 18, *Requiring technical qualifications*, of the Building (Accreditation of Building Consent Authorities) Regulations 2006 and has been designated expiring.

There were substantial differences between the new and replaced qualifications. These include:

- Expiring standards 7226-7229 have not been included in the new qualifications, but their replacements have: standards 24175 and 24176 in Ref: 1486, and standards 25465 and 25466 in Ref: 1487.
- Expired standards 7230-7237, and 9676 have not been included in the new qualifications but substitutes for standards 7231-7236 have been included in Ref: 1486 – see exemptions below.
- Standard 11283 is the only standard from the replaced qualification that has been included in both of the new qualifications.
- Standards 1297, 1312, 4223, 4226, 4229-4231, 4233-4239, 4243, 4244, 10425, 10426, 11284, and 11285 have not been included in the new qualifications.

For detailed information see Review Summaries on the NZQA website.

All candidates that were signed into training agreements that specified the replaced qualification have either met the requirements for award or withdrawn. As a result there are no transition implications. All new candidates will be enrolled in programmes leading to the new qualifications.

Training programmes or courses for the National Diploma in Building Control Surveying (Small Buildings) [Ref: 1486] and the National Diploma in Building Control Surveying (Medium and Large Buildings) [Ref: 1487] may start as soon as the qualifications are registered.



This qualification contains standards that replace earlier standards and standards that have been substituted for expiring standards. For the purposes of this qualification people who have gained credit for the expiring standards are exempt from the requirement to gain credit for the replacement and substituted standards – see table below. The cut off date for these exemptions is December 2013.

Credit for	Exempt from
7231, 7232, 7233	24173
7234, 7235, 7236	24172
7226	24176
7227	24175
22699, 22700	24177

### Non-NQF Transition Arrangements

Candidates for this qualification may claim exemption from standard 24165 on the basis of a course pass from the BRANZ Limited Construction Industry Training Enterprise (CITE) programme. The cut off date for this exemption is December 2013.

The exemption will only apply for the purposes of award of this qualification and will not appear on the Record of Achievement. The exemption must be applied for on the application form in the appendix and should be reported as part of the normal reporting of results. The current NZQA credit fees will apply. The fee must also be paid before the application is processed.

Credit for			Exempt from
Ref	No.	Title	Standard ID
	95051	Fire Design	24165

### Other standard setting bodies whose standards are included in the qualification

InfraTrain New Zealand  
 NZQA

### Certification

This certificate will display the logos of NZQA, The Skills Organisation and the accredited organisation.

### Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
2144	Law and Security > Compliance and Law Enforcement > Building Control Surveying	040305	Architecture and Building > Building > Building Surveying (Inspection)

**Quality Management Systems**

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.

REVIEWED

# Application Form for Credit Exemptions National Diploma in Building Control Surveying (Small Buildings)

To be completed by applicants and processed through The Skills Organisation.

**Section A** is to be completed by applicant.

**Section B** is to be completed for papers where evidence is available that the applicant has passed the papers.

**Section C** must be signed by a responsible person at the accredited provider or ITO to certify that the results recorded are correct.

**Section D** must be signed by a responsible person at The Skills Organisation to certify that the ITO has approved the credit exemptions.

THE USUAL CREDIT FEE WILL APPLY AND MUST BE PAID BEFORE THE APPLICATION IS PROCESSED

Completed forms are to be sent to:  
Tertiary Records  
New Zealand Qualifications Authority  
PO Box 160  
Wellington 6140

## Section A – Personal Details

PLEASE USE BLOCK LETTERS

Surname (family name) <input style="width: 95%; height: 20px;" type="text"/>	First Names (given names). Enter all names in full <input style="width: 95%; height: 20px;" type="text"/>
Record of Achievement ID <input style="width: 100%; height: 20px;" type="text"/>	Date of Birth <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> 19 <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> Day Month Year
Institution which is processing the application:	<input style="width: 95%; height: 20px;" type="text"/>

**Section B – Confirmation of Academic Record**

AN APPROPRIATELY RESPONSIBLE PERSON AT THE ACCREDITED TRAINING PROVIDER OR ITO MUST SIGHT ORIGINAL RESULT NOTICES.

Candidates who hold specified subject passes from the Wellington Institute of Technology (WelTec) Diploma in Building Surveying may apply for credit exemptions towards specified standards in the compulsory and elective sections of this qualification.

Credit for				Exempt from		
<i>Component</i>	<i>Level</i>	<i>Credit</i>	<i>Year Issued</i>	<i>Id</i>	<i>Level</i>	<i>Credits</i>
Residential Construction (Non-Specific Design)				9667		
				9671		
Professional Practice				1296		
				11283		
				24519		
Building Control A - Legislation				9664		
Building Control B - Consent Process				24177		
Building Control A - Legislation and Building Control B - Consent Process				9664		
				24161		
				24177		

Candidates who hold the specified subject pass from the BRANZ Limited Construction Industry Training Enterprise (CITE) programme may apply for credit exemption towards the specified standard in the elective section of this qualification.

Credit for				Exempt from		
<i>Component</i>	<i>Level</i>	<i>Credit</i>	<i>Year Issued</i>	<i>Id</i>	<i>Level</i>	<i>Credits</i>
Fire Design				24165		

The Skills Organisation will consider and approve the credit exemptions before applications are sent to NZQA for processing.

**Section C – Declaration by Accredited Provider/Industry Training Organisation**

This is to certify that the original results notice/s in Section B have been sighted.

**SIGNED BY PROVIDER/ITO:** \_\_\_\_\_

**NAME (please print):** \_\_\_\_\_

**DESIGNATION:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Section D – Declaration by The Skills Organisation**

This is to certify that the credit exemptions in Section B have been verified.

**SIGNED BY ITO:** \_\_\_\_\_

**NAME (please print):** \_\_\_\_\_

**DESIGNATION:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

