Plumbing Evidence Guide

**Assessment Evidence Guide for applicants to prepare for Recommendation for Registration**

Evidence

**Compulsory – you must provide the following evidence:**

* A certified copy of your formal qualification certificate in either plumbing/gasfitting/drainlaying
* Start and finish dates of your training and the name of institute where your training took place.
* Evidence of four years working full time in plumbing/gasfitting or two years working full time in drainlaying in the form of letters from current and/or past employer(s) which:
  + Specify exact dates of employment with each employer (dd/mm/yyyy to dd/mm/yyyy)
  + List details of the plumbing/gasfitting/drainlaying work you have carried out with that employer

Note: If you are currently working in New Zealand you must supply a letter from this employer.

* Copies of certificates from any other relevant Health & Safety training courses attended, e.g. General Health and Safety, First Aid, Height Safety.

**Other – you must provide further evidence to show you meet the competencies required. Examples of the type of other evidence to supply:**

* A copy of your trade license card, current or expired.
* A transcript that relates to your qualification (i.e. listing the topics covered in the qualification)
* Certified copies of other relevant training, e.g. specialised training or courses such as: Asbestos, Confined space, First Aid, Solar Heating, supplier training.
* BCA inspector site inspection paperwork or testimonials from Council inspectors.
* Photographic or video evidence showing range and types of work undertaken.
* Job cards verified by supervisor.
* Certified copies of invoices, tax records, contracts, design plans, Council / Territorial Authority plans, quotes, consent/permits, etc.

## What you’ll need evidence of:

### For each of the following competencies you will need to supply verified evidence and/or show understanding. ***Use this checklist to record what evidence you will supply for each. There is an example shown in red.***

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| **Competency** | **My Evidence** |
| *Understanding of working with sheet metal equipment and pattern creation for Plumbing and Gasfitting.* | *Transcript of your training showing this skill included or,*  *listed in a letter from Employer*  *Photographs* |
| Understanding of working with sheet metal equipment and pattern creation for Plumbing and Gasfitting. |  |
| Sheet-metal work verified by Supervisor. |  |
| Evidence of working with tools and equipment for plumbing and Drainlaying projects. |  |
| Understanding the properties of water and application of less frequently used materials.  Application of materials used in sanitary plumbing, including material protection and jointing methods. |  |
| Understanding of as built drawings & job variations. Draw job specifications |  |
| Rainwater handling or harvesting. |  |
| Domestic fire and sprinkler systems. |  |
| Installation of pipework verified by your supervisor including an understanding of flushing procedures, testing methods and pipework maintenance/fault finding. |  |
| Ducted heating systems. |  |
| Installation and maintenance of sanitary appliances and fixtures. |  |
| Installation, commissioning and maintenance of hot water systems, valving. requirements, seismic and safe tray requirements. |  |
| Different solar water heating systems, installations and maintenance requirements. |  |
| Installation of foul water systems, venting, gradients, common faults/testing, |  |
| Boosted solar and hydronic heating systems. |  |
| Alternative water sources and supplies. |  |
| Pump types, installations and maintenance. |  |
| Installation, testing and maintenance of water supply backflow prevention devices. |  |
| Weather tightness methods in relation to penetrations of the building envelope. |  |
| Specifications, installation, materials flashings and maintenance of roofs. |  |

### Health and Safety

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| --- | --- |
| Understanding of workplace health and safety requirements   * Personal and public safety * Site safety * Electrical safety * Working in a gas contaminated environment. * Asbestos and asbestos related work requirements * Working at Heights |  |

## What you’ll also need to be aware of

### For each of the following you will need to show an understanding of how to access appropriate compliance documents for the following resources;

### New Zealand Compliance Requirements

* Understanding of the regulatory framework for Plumbing.
* Understanding of the registration classes and limitations/responsibilities of each. User Resources can be sourced from <https://www.pgdb.co.nz/>
* Knowledge of the applicable sections of the NZ Building code requirements and acceptable solutions.

Resources can be sourced from <https://www.building.govt.nz/building-code-compliance/>