



Plumbing and/or Gas Fitting Workers Registration

If you are intending to perform plumbing and/or gas fitting work, you will need to hold a registration that allows you to perform plumbing and/or gas fitting work subject to conditions limiting (in anyway) the work that may be carried out under the authority of the registration.

Plumbing work includes water plumbing work, sanitary plumbing work, or draining work, or the installation or testing of backflow prevention devices.

Gas Fitting work includes the installation, alteration, repair, maintenance or disconnection of any pipes or equipment to convey or utilise gas (including associated gas ventilation equipment) downstream of:

- the outlet of a meter installed for measuring consumption of reticulated gas supplied by a licensed gas supplier under the *Gas Act 1988*; or
- the outlet of any gas storage tank or cylinder.

How do I apply for a Plumbing and/or Gas Fitting Workers Registration?

To apply for a **Plumbing and/or Gas Fitting Workers Registration**, you can contact the Consumer and Business Services (CBS), Plumbers, Gas Fitting & Electrical Licensing Section, on 131 882, or visit CBS (details above) for our services.

You must hold the appropriate approved **qualifications** (see Educational Qualifications section) prior to applying for this Registration. When applying, you must provide the following items, along with your **signed** application form:

- The correct application and pre-grant fee. Please refer to the fee schedule.
- Evidence of successful completion of the relevant approved plumbing and/or gas fitting qualifications.

Please note: Only original copies of qualifications and documents, or copies certified by a Justice of the Peace, or a proclaimed member of the Police Force or Commissioner for Taking Affidavits will be accepted.

How do I finalise my Application?

Your application will contain all your details. Once you receive the application form, please do the following to finalise it and return the documents to our office:

- Check your **name, address and date of birth** are correct and make any corrections (your name must be your full and legal name - i.e. what is on your birth certificate).
- Check you have **signed and dated** the application form.
- Have your **photo taken** (see the Letter of Introduction with the application form).
- Attach any other documents that is requested by the Licensing Officer to complete your application.

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Fee schedule

Fees and charges effective 1 July 2011

No GST is applicable - our ABN is 15 088 976 178

The following fees are payable for a worker registration; the appropriate fee and pre-grant fee MUST accompany the application.

	Application	Pre-grant*	Total
Workers registration only	\$173.00	\$215.00	\$388.00

*In the event of the application being refused or withdrawn before being finalised, the pre-grant fee will be refunded. The application fee is generally **non-refundable**.

Only one pre-grant fee applies if you lodge an application for more than one workers registration at the same time (e.g. **\$215**, natural person).

Application to change condition(s) on a workers registration			\$103.00
Periodic / renewal fees for worker registration only			\$215.00

Periodic / renewal fees and penalties:

A renewal fee is payable for a worker registration on a three (3) year basis after the registration is granted. A penalty applies for late lodgement.

Default penalty for periodic returns (worker registration only)			\$55.50
Replacement licence / registration certificates fee			\$22.90

Educational Qualifications

Commencement of apprenticeship

If you have commenced a plumbing and/or gas fitting apprenticeship please provide with your application your *Confirmation of Contract of Training Letter* from the **Traineeship and Apprenticeship Management Branch** (TAM) of the Training and Skills Commission that specifies the terms of your contract of training. Please also see the *Apprenticeships Fact Sheet*.

Completion of apprenticeship

If you have completed a plumbing and/or gas fitting apprenticeship please provide with your application an original or certified copy of the following:

Certificate III in Plumbing (BCP30103) or **Certificate III in Gas Fitting** (BCP30403) from a Registered Training Provider

and

an **academic statement** showing completion of the following streams:

- **Water Plumbing, Sanitary Plumbing and Drainage**; and/or
- **Gas Fitting**

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In addition to the above qualifications, if you wish to apply for an unrestricted registration, please provide an original or certified copy of your **Statement of Attainment** showing satisfactory completion of the following units of competency from:

(For plumbing)

Certificate IV in Plumbing & Services - Operations Stream

- BCPCM4001A - Carry out work based risk control processes
- BCPCM4002A - Estimate and cost work
- BCPWT4001A - Plan, size and layout hot and cold water services/systems
- BCPWT4002A - Commission and maintain backflow prevention devices
- BCPSN4001A - Plan, size and layout sanitary pipe work and fixtures
- BCPDR4001A - Plan, size and layout sanitary drainage systems
- BCPDR4002A - Plan, size and layout stormwater drainage systems, and
- BCPDR4003A - Plan, size and layout domestic treatment plant disposal systems.

and/or

(For gas fitting)

Certificate IV in Plumbing & Services - Operations Stream

- BCPCM4001A - Carry out work based risk control processes
- BCPCM4002A - Estimate and cost work
- BCPGS4001A - Plan, size and layout consumer gas installations, and
- BCPGS4002A - Service Type A gas appliances.

Trade recognised worker

- If you have overseas plumbing and/or gas fitting qualifications please provide with your application the required information, which is outlined in the **Overseas Workers Fact Sheet**.

Other trained worker

If you have not completed your training under the above training package, please contact our office to clarify your qualification requirements.

If you have a restricted licence and have completed other courses/training, please provide with your application, **certificates** or **academic statement(s)** for the following:

- backflow prevention devices
- limited plumbing work (for electricians)
- draining
- fixed LPG installations for recreational vehicles
- other (*please specify*). _____