Plumbers, Gasfitters and Drainlayers Board

Authorisations policy

Restricted work

Under the Plumbers, Gasfitters, and Drainlayers Act 2006 (**Act**), sanitary plumbing, gasfitting, and drainlaying are restricted areas of work. In order to carry out this work, a person must be registered and licensed by the Plumbers, Gasfitters, and Drainlayers Board (**Board**), or otherwise authorised under the Act.

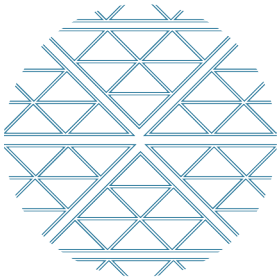
The Act establishes a number of authorisations allowing unregistered and unlicensed people to do sanitary plumbing, gasfitting, and drainlaying in certain circumstances.

This policy sets out how the Board administers those authorisations. This policy does not apply to authorisations under sections 15 and 16 of the Act which are the responsibility of the Minister for Building and Construction.

Our approach to authorisations

The Board's primary responsibility in relation to authorisations to do sanitary plumbing, gasfitting, and drainlaying is the need to protect the health and safety of the public by ensuring that any person who does this work is competent.

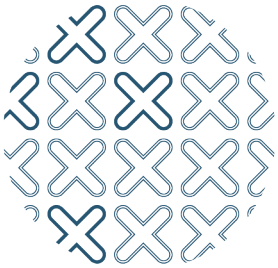
In making decisions relating to authorisations, the Board considers the law, the guidance in this policy, and the circumstances of each case. The Board is also guided by its values of:



Mahi Tahi
Working together



Manaakitanga
Protecting



Whakapono
Leading



Kia Māia
Having courage

Registrar administers authorisations for the Board

The Board has delegated its responsibilities around the administration of authorisations under the Act to the Registrar of Plumbers, Gasfitters, and Drainlayers (**Registrar**).

Authorisations under the Act

The following authorisations exist under the Act:

Section of Act	Description of authorisation	Who grants authorisation	How authorisation granted
12	General authorisation	Board	*Gazette* notice
13	Trainee limited certificate	Board	On application
15	Sanitary plumbing by householders	Minister for Building and Construction	*Gazette* notice
16	Sanitary plumbing in rural areas	Minister for Building and Construction	*Gazette* notice
18	Installing/maintaining particular sanitary plumbing equipment	Board	On application
19	Sanitary plumbing under supervision		Created by Act
20	Carry out or supervise gasfitting	Board	On application
21	Gasfitting under supervision		Created by Act
22	Gasfitting in certain industrial premises		Created by Act
23	Work on gas pipes		Created by Act
24	Fixing water heaters by gasfitters	Board	On application
25	Drainlaying under supervision		Created by Act

Applying for authorisations

Applications for authorisations granted by the Registrar must:

- be on the required application form
- include any supporting materials required
- be accompanied by the fee specified in the Fees notice for that authorisation.

When considering an application for an authorisation, the Registrar's primary consideration is the need to protect the health and safety of members of the public. The Registrar may also take into account any of the following matters:

- the reasons for the application
- the kind of authorisation being sought
- the applicant's relevant skills and experience
- any examinations or assessments the applicant has passed
- any formal training the applicant has
- any continuing professional development the applicant has undertaken in the previous 12 months
- the extent to which the applicant has done and/or supervised the work that will be covered by the authorisation
- the applicant's knowledge of relevant compliance requirements such as standards and codes of practice
- the applicant's health and safety plan and safety and compliance records
- whether the applicant has failed to comply with a term, condition, or limitation of any previous authorisations they have held
- any technical support available to the applicant
- any quality management systems used by the applicant
- whether there are any terms or conditions that need to be imposed on the authorisation
- how effective any terms or conditions would be in addressing any concerns the Registrar may have about the applicant or application
- whether any supervisor or supervision arrangement is acceptable
- any other matter the Registrar considers relevant in the circumstances.

Where the Registrar grants an application for an authorisation, they notify the applicant in writing and advise them of any terms, conditions, or limitations that apply to their authorisation.

Where an authorisation is granted for a specified period of time, a person may apply to renew their authorisation following the normal application process. If a person's authorisation has ended, they may not carry out restricted work unless and until their application for renewal has been granted.

Trainee limited certificates

To be eligible for a trainee limited certificate authorisation, the applicant must be in a training arrangement with a registered training provider.

All trainee limited certificates are subject to the following terms and conditions:

- The trainee must be under the supervision of a certifying practitioner at all times when undertaking work outside the training facility who must ensure they have adequate supervision and is responsible for any required testing and verification.
- The trainee must work only in the direct presence of their supervisor when carrying out sanitary plumbing, gasfitting, or drainlaying for the first 12 months of holding their authorisation.

Trainee limited certificates may be subject to any other terms and conditions the Registrar considers appropriate.

Authorisations under supervision

A supervisor must notify the Registrar of any people they are supervising under sections 19, 21, or 25 and pay the required fee. A person is not authorised to carry out work under sections 19, 21, or 25 until the Registrar has processed the notification from the supervisor.

Any person working under an authorisation under supervision must comply with all supervision requirements relating to their authorisation.

Cancelling authorisations

The Registrar may cancel any authorisation under the Act irrespective of how that authorisation was granted.

Before cancelling an authorisation, the Registrar informs the person in writing:

- they are considering cancelling their authorisation
- why they are considering cancelling their authorisation
- giving them a reasonable opportunity to comment.

Where an authorisation is cancelled by the Registrar, the person is notified in writing and cancellation is effective from the date specified in the written notice.

Version management

Date	Details
March 2025	Approved by Chief Executive
October 2026	Next review date