

MECHANICAL SERVICES AND FIRE PROTECTION OCCUPATIONAL LICENCES

The QBCC's Mechanical Services and Fire Protection Occupational licence classes were introduced to address health and safety risks and to improve consumer protection in the Queensland building industry.

If you already hold an existing QBCC Contractor licence in the same class, you are NOT required to obtain an Occupational licence in the class.

Mechanical Services Occupational Licence

You need to obtain a Mechanical Services Occupational licence if you intend to carry out mechanical services work for an appropriately licensed contractor, as a worker.

Fire Protection Occupational Licence

You need to obtain a Fire Protection Occupational licence if you intend to carry out fire protection work for a licensed fire protection contractor either as an employee or subcontractor.

What licence is required?

One of the following licences must be held to personally carry out or supervise fire protection or mechanical services work:

- An Occupational licence issued under the QBCC Act authorising the licensee to personally carry out the work;
- A Contractor licence issued under the QBCC Act authorising the licensee to personally carry out the work; or
- A licence, registration or authorisation under an Act, other than the QBCC Act, authorising the person to personally supervise or carry out the work (for example, an occupational licence issued under the *Plumbing and Drainage Act 2018*).

The following table shows what work can be undertaken by QBCC's four types of licence.

Type	Supervise building work	Nominee for a company	Enter into contracts for building work
Contractor	X	X	X
Nominee Supervisor	X	X	
Site Supervisor	X		
Mechanical Services Occupational	Can supervise and perform mechanical services work as a worker		
Fire Occupational	X		Only able to contract to another licensed contractor who is licensed in the same fire class.

When you apply for a Mechanical Services or Fire Protection Occupational licence, you must nominate which licence classes you are applying for - i.e. Mechanical Services - Medical Gas, Fire Hydrants and Hose Reels, etc.

NOTE: Mechanical Services and Fire Protection apprentices, trainees and students are not required to hold this licence.

How to obtain an Occupational licence

To apply for a Mechanical Services or Fire Protection Occupational licence, you must provide the following:

- a completed copy of this application form;
- payment of the application fee;
- proof of identity; and
- meet the relevant technical qualification requirement (refer to QBCC's website).

How can I change my Occupational licence to a Nominee Supervisor or Contractor licence?

To apply for a Nominee Supervisor or Contractor licence you must provide the following:

- A completed Individual Application form – NOT THIS FORM;
- Payment of the relevant application fee;
- A copy of the relevant qualifications for the class; and
- Relevant experience and references.

RETURN YOUR COMPLETED FORM AND ALL DOCUMENTS BY:

Post: GPO Box 5099 Brisbane QLD 4001.
In person: QBCC service centres are listed
on our website qbcc.qld.gov.au.

You are not able to apply for a licence if you are not an Australian Citizen,
Permanent Resident or do not have a current Australian Work Visa or
ImmiCard issued under the *Migration Act 1958*.

COMPLETING THIS FORM

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – any amendment should be crossed out and initialled

1. PERSONAL DETAILS

Title Mr Mrs Miss Ms Other

Surname

First Names

Date of Birth / / ABN

Postal Address

Business Address State Postcode
(This cannot be a PO Box)

Home Address State Postcode

Business Phone Home Phone

Mobile

Email

2. APPLICATION DETAILS

Mechanical Services or Fire Protection Occupational licence in:

List the class(es) of licence you are applying for (e.g. Fire Pumps, Mechanical Services - Plumbing, etc.)

PRIVACY NOTICE: The QBCC is collecting information on this form to determine whether you are entitled to a licence. This is authorised by the *Queensland Building and Construction Commission Act 1991* (QBCC Act). Some of this information will be included in the licensee register. You may receive information from us for educational purposes in accordance with the QBCC Act. Please refer to the Privacy Policy on our website for full use and disclosure details. All information held by the QBCC may be subject to application for access under the *Right to Information Act 2009* (RTI Act).

OFFICE ONLY	CRN:	Licence No:	Container:
	Receipt No:	Receipt Amount: \$	
	Assignee:	Received by:	

3. QUALIFICATIONS

A copy of the relevant technical qualification **MUST** be provided. Refer to the Technical Qualifications for Licensing document for minimum technical qualification requirements.

I have attached a copy of my **technical qualification**

 YES

If any of these documents are not provided, your application will be delayed. Please do not send originals.

4. ADDITIONAL REQUIREMENTS

You must answer **ALL** questions:

Are you an Australian Citizen, Permanent Resident, or do you have a current Australian Work Visa or ImmiCard issued under the *Migration Act 1958*, entitling you to work in Australia? **Tick ONE only.**

I am an Australian Citizen or Permanent Resident, **OR**

 YES

I have a Current Australian Work Visa or ImmiCard (If you answer YES to this question, you **MUST** supply a copy of the Australian Work Visa or ImmiCard and any relevant conditions that apply)

 YES

Have you:

Ever been refused a QBCC licence or had a QBCC licence cancelled?

 YES NO

Been served with a notice by the QBCC for carrying out tier 1 defective work under the *Queensland Building and Construction Commission Act 1991*? The definition of tier 1 defective work is grossly defective work that falls below the standard reasonably expected of a licensed contractor for the type of building work.

 YES NO

Been issued with an infringement notice by the QBCC for which payment is still outstanding?

 YES NO

If you have ticked yes to any of these questions you **MUST** provide copies of all relevant documentation.

5. PROOF OF IDENTITY

Provide the following information

Tick **ONE** only

i. I hold/held a QBCC licence and my licence number is/was:

 YES

OR

I have provided a certified copy of photo identification (e.g. driver's licence or passport)

 YES

ii. Place of Birth (Town/City e.g. Brisbane, London)

iii. Country of Birth (e.g Australia, England)

APPLICATION FEES

from 1 July 2019 to 30 June 2020

Queensland Building and Construction Commission Act 1991 ("the Act")

Mechanical Services or Fire Protection Occupational Licence

Total Application Fee	\$243.30
Application Fee if you hold a current individual QBCC licence and are applying for a Mechanical Services or Fire Protection Occupational licence	\$121.65
Certificate \$30.00	

Applications

Your initial application fee covers one or more licence classes and includes the one year licence fee. If your application is unsuccessful, you will be refunded the one year licence fee portion.

Change of Licence Type

If you want to change your licence type, you must complete an Individual Licence Application Form, provide evidence of your technical and managerial qualification and experience. If you want to change to a Contractor licence, you will also be required to satisfy the Minimum Financial Requirements. Application forms and information regarding the application process are available at www.qbcc.qld.gov.au or by contacting the Customer Contact Centre on 139 333.

GST Requirements

The Commission's licence and application fees are exempt from GST.

Renewals

Your renewal will be mailed to you approximately 30 days prior to your renewal due date.

Renewal fees

One year	\$121.65
Three years	\$310.20