

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

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.

PART A - TO BE COMPLETED BY THE APPLICANT
1. APPLICANT DETAILS

 Title Mr Mrs Miss Ms Other

 Surname

 First names

 Date of Birth / /
Note: You must provide a certified copy of photographic identification when you submit this application. More details are provided in the Checklist section.

 Mobile ABN

 Work phone Home phone

 Email

 Postal Address

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

 Home Address State Postcode
WARNING: PROVIDING FALSE OR MISLEADING INFORMATION MAY LEAD TO PROSECUTION FOR AN OFFENCE AND/OR REVIEW AND POSSIBLE CANCELLATION OF YOUR LICENCE.
2. DECLARATION

I declare that the information I provide in this application is true and correct.

 Signature

 Date / /
PRIVACY NOTICE: The QBCC is collecting information on this form under the *Plumbing and Drainage Act 2018*. It may be used for a number of purposes, including administering and ensuring compliance with the legislation. Please refer to the Privacy Policy on our website for full use and disclosure details. The information may also be subject to application for access under the *Right to Information Act 2009* and the *Information Privacy Act 2009*.

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

3. OTHER RELEVANT LICENCES YOU ALREADY HOLD

Do you hold a current licence for drainage work in another Australian state or New Zealand?

No

Yes - **stop completing this form**. You are eligible to apply using the Mutual Recognition process and should use **Form 28 - Application for Mutual Recognition** instead.

Do you hold a current licence for drainage work in another country?

No

Yes - provide details of the licences you currently hold in the table below.

Currently held licences	Licensing authority	Country	Licence number	Expiry date

Has a licence you have held, or currently hold, ever been:

• the subject of disciplinary action?

Yes

No

• suspended or cancelled due to disciplinary action?

Yes

No

• subject to special conditions due to disciplinary action?

Yes

No

Are you prohibited from carrying out this occupation in any state or country?

Yes

No

4. QUALIFICATIONS

You must refer to the ***Technical Qualifications for Licensing: Plumbing and Drainage Occupational Licences*** booklet on the QBCC website at: qbcc.build/PDtechquals before completing this section of the form.

Note: You must provide a certified copy of your technical qualifications when you submit this application.

More details are provided in the Checklist section at the back of this form.

WHICH OF THE FOLLOWING QUALIFICATIONS DO YOU HOLD?

DRAINAGE QUALIFICATIONS

- A Certificate II in Drainage (CPC20712) completed other than through a recognition of prior learning process;** or
- A Certificate II in Drainage (CPC20712) completed through a recognition of prior learning process,** provided the qualification (in whole or part) was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence); or
- A Certificate III in Plumbing (CPC32413) (that includes the completion of the drainage stream) completed as part of an apprenticeship** in an Australian jurisdiction; or
- A qualification, other than a qualification completed through a recognition of prior learning process** which has been assessed and verified by a registered training organisation as at least equivalent to a Certificate II in Drainage (CPC20712); or
- A qualification completed in another country, completed other than through a recognition of prior learning or like process** which has been assessed and verified as at least equivalent to a Certificate II in Drainage (CPC20712) because the applicant has also successfully completed relevant gap training competencies recognised in the National Register of Vocational Education (VET) in Australia; or
- A qualification listed above which has been completed through a recognition of prior learning process,** provided that the qualification was not obtained through a recognition of prior learning process that relied on the applicant performing unlawful work (including work without the required licence).

PART B - TO BE COMPLETED BY THE APPLICANT'S OCCUPATIONALLY LICENSED SUPERVISOR.

This section details the practical experience the applicant gained while they held a provisional licence. **Do not complete this section if the applicant is applying for a provisional licence.**

THIS SECTION MUST BE COMPLETED BY THE LICENSED PERSON WHO SUPERVISED THE APPLICANT'S PRACTICAL EXPERIENCE.

8. DETAILS OF LICENSED PERSON

QBCC licence number

Surname

First names

Mobile

Email

Employer name (if applicable)

9. PRACTICAL EXPERIENCE

HOW LONG WAS THE APPLICANT UNDER YOUR SUPERVISION?

Period of supervision

 /

 /

 to

 /

 /

DID THE APPLICANT DEMONSTRATE COMPETENCY IN THIS TYPE OF WORK DURING THE PERIOD OF TIME YOU SUPERVISED THEIR WORK? Tick the box.

Drainage work type	Competent? Tick box
Install UPVC consumer piping systems	<input type="checkbox"/>
Install vitrified clay consumer piping systems	<input type="checkbox"/>
Install concrete piping systems	<input type="checkbox"/>
Cut in branches and replace sections of below ground drain	<input type="checkbox"/>
Test below ground drainage piping	<input type="checkbox"/>
Set out position of discharge pipes and fixtures	<input type="checkbox"/>
Install sewerage pumping equipment	<input type="checkbox"/>
Install pre-treatment facilities	<input type="checkbox"/>
Install septic tanks	<input type="checkbox"/>
Install effluent disposal systems	<input type="checkbox"/>
Locate and clear blockages in drainage systems	<input type="checkbox"/>
Carry out levelling	<input type="checkbox"/>
Install site drainage and dewatering systems	<input type="checkbox"/>
Position and install access chambers	<input type="checkbox"/>
Install deep trench shoring	<input type="checkbox"/>
Construct and install concrete anchor blocks	<input type="checkbox"/>
Read and interpret drainage plans	<input type="checkbox"/>
Install below ground sanitary drainage systems (Less than or equal to 100mm)	<input type="checkbox"/>
Install below ground sanitary drainage systems (Greater than 100mm)	<input type="checkbox"/>
Install below ground stormwater drainage systems (Less than or equal to 100mm)	<input type="checkbox"/>
Install below ground stormwater drainage systems (Greater than 100mm)	<input type="checkbox"/>

WARNING: PROVIDING FALSE OR MISLEADING INFORMATION MAY LEAD TO PROSECUTION FOR AN OFFENCE AND/OR REVIEW AND POSSIBLE CANCELLATION OF YOUR LICENCE.

10. DECLARATION BY SUPERVISOR

I declare that the applicant is competent in the drainage work stated above.

Signature

Date

	D		D		M		M		Y		Y		Y		Y

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THANK YOU FOR PROVIDING THIS IMPORTANT INFORMATION.

THE QBCC WILL CAREFULLY REVIEW YOUR SUBMISSION AS PART OF THIS LICENCE APPLICATION.

APPLICATION CHECKLIST

Avoid delays - make sure your application is complete.

If you are applying for a provisional licence i.e. you ticked one of the provisional licensing scenarios in section 5.

This is your checklist

I have completed Part A (sections 1 - 7), including payment details.	<input type="checkbox"/>	YES
I have attached a certified copy* of photo identification (e.g. driver's licence or passport).	<input type="checkbox"/>	YES
I have attached a certified copy* of my technical qualifications (refer to section 4).	<input type="checkbox"/>	YES

If you are applying for an occupational licence that lets you work without supervision i.e. you already have a provisional licence.

This is your checklist

I have completed Part A (sections 1 - 7), including payment details.	<input type="checkbox"/>	YES
My occupationally licensed supervisor has completed Part B (sections 8 - 10).	<input type="checkbox"/>	YES
I have attached a certified copy* of photo identification (e.g. driver's licence or passport).	<input type="checkbox"/>	YES
I have attached a certified copy* of my technical qualifications (refer to section 4).	<input type="checkbox"/>	YES

***What is a certified copy?**

A certified copy is a copy that has been verified as being a true copy of the original document by one of the following:

- Justice of the Peace,
- Commissioner for Declarations
- Lawyer
- Conveyancer
- Notary Public.

Alternatively, bring your original documents with you when you lodge your application at a QBCC service centre and our staff can view, copy and sign them for you.

WHAT HAPPENS AFTER YOU APPLY?

1. **Assessment** - a specialist QBCC licensing assessment officer will carefully assess your application and will contact you if they have questions about your application.
2. **Approval** - applicants who satisfy all of the necessary requirements will be granted a licence. If, for example, you can't demonstrate the full practical experience requirements, QBCC may make the decision to grant you a Provisional licence.

Individuals (not companies) who hold a QBCC plumbing or drainage related contractor, nominee supervisor and site supervisor licence are not required to pay a fee if they apply for, restore or renew a range of corresponding occupational licences under the Plumbing and Drainage Act. The affected QBCC licensees are listed in the first column in the table below.

The corresponding occupational licences which these licensees may apply for, restore or renew without a corresponding fee are listed in the table's second column.

Licence holders in these classes under Schedule 2 of the QBCC Regulation	Are not required to pay for the following PD Act licences
<ul style="list-style-type: none"> plumbing and drainage licence plumbing and draining restricted to plumbing licence plumbing and draining restricted to tanks—water supply licence 	plumbers licence
<ul style="list-style-type: none"> plumbing and drainage licence drainage licence 	drainers licence
<ul style="list-style-type: none"> gas fitting licence 	water plumber—gas licence
<ul style="list-style-type: none"> irrigation licence 	water plumber—irrigation licence
<ul style="list-style-type: none"> fire hydrants and hose reels licence (install and maintain) 	water plumber – fire protection (hydrants and hose reels) licence
<ul style="list-style-type: none"> sprinkler and suppression systems (reticulated water-based) licence (install and maintain) sprinkler and suppression systems (reticulated water-based) licence (install and maintain—restricted to commercial or industrial type) 	water plumber—fire protection (commercial and industrial) licence
<ul style="list-style-type: none"> sprinkler and suppression systems (reticulated water-based) licence (install and maintain) sprinkler and suppression systems (reticulated water-based) licence (install and maintain – restricted to domestic or residential) 	water plumber – fire protection (domestic and residential) licence
<ul style="list-style-type: none"> drainage—on-site sewerage facility licence (maintenance) 	drainer—on-site sewerage facility licence (maintenance)
<ul style="list-style-type: none"> drainage—on-site sewerage facility licence (maintenance and installation) 	drainer—on-site sewerage facility licence (maintenance and installation)

Licensees who only hold a plumbers, drainers or restricted occupational licence under the *Plumbing and Drainage Act 2018* (without holding an associated QBCC plumbing or drainage related licence) are not impacted by these changes and must pay all prescribed fees for their occupational licence.

Licensees applying for an endorsement on a licence are required to pay the application fee for an endorsement and also a processing fee (if applicable).

For more information go to www.qbcc.qld.gov.au

PLUMBERS, DRAINERS AND RESTRICTED LICENCES SCHEDULE OF FEES

Applying

QBCC may issue a Provisional licence for Plumbers, Drainers and Restricted Licensees. If you have been issued a Provisional licence you will need to reapply each year.

Note: QBCC may grant you a Provisional licence to obtain 12 months lawful experience post apprenticeship. Once you have 12 months lawful experience under a Provisional licence then you can apply for an Occupational Plumber, Drainer or Restricted licence.

If you are applying for a Plumber, Drainer or Restricted licence with lawfully gained experience, you will need to pay an administration fee of \$68.95 in addition to the application fee. You have the option of paying for a licence from 1 to 5 years.

See **Application Fees (Inc. Administration Fee)** below to find out what fee to pay with your application.

If you have already applied for another plumbing and/or draining licence within the same financial year, you don't need to pay the administration fee. Please see **Application Fees (Excl. Administration Fee)** to locate the correct payment.

Renewing

You will receive a reminder notice every year and you can renew your licence from 1 to 5 years. In most cases you'll need to pay an amount which includes the administration fee. However there are exceptions. For example; provisional licensees cannot renew and will need to reapply.

See **Renewal Fees** below to find out what you need to pay.

Restoring

If your licence has expired you will need to pay the additional fee of \$75.50 to restore your licence. You can only restore your licence within 1 year after the day the licence expired. If you have not restored your licence within 1 year after the day the licence expired, you will need to reapply. See the **Restoration Fees** table below.

Please note: If you apply for, renew or restore a Plumbing and Drainage Occupational Licence and you apply for or hold an associated QBCC contractor, nominee supervisor or site supervisor licence, you no longer have to pay a Plumbing and Drainage Occupational Licence application or renewal fee. For more information go to www.qbcc.qld.gov.au.

Application Fees					
	1 Year	2 Years	3 Years	4 Years	5 Years
Including administration fee					
Plumber	\$212.05	\$287.55	\$363.05	\$438.55	\$514.05
Drainer	\$212.05	\$287.55	\$363.05	\$438.55	\$514.05
Combined Plumber AND Drainer	\$355.15	\$430.65	\$506.15	\$581.65	\$657.15
Restricted Licence	\$157.45	\$232.95	\$308.45	\$383.95	\$459.45
Provisional Plumber OR Provisional Drainer (1 year)	\$135.30	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer (1 year)	\$201.65	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$278.40	N/A	N/A	N/A	N/A
NOT including administration fee					
Plumber	\$143.10	\$218.60	\$294.10	\$369.60	\$445.10
Drainer	\$143.10	\$218.60	\$294.10	\$369.60	\$445.10
Combined Plumber AND Drainer	\$286.20	\$361.70	\$437.20	\$512.70	\$588.20
Restricted Licence	\$88.50	\$164.00	\$239.50	\$315.00	\$390.50
Provisional Plumber OR Provisional Drainer (1 year)	\$66.35	N/A	N/A	N/A	N/A
Combined Provisional Plumber AND Provisional Drainer	\$132.70	N/A	N/A	N/A	N/A
Provisional Plumber AND Full Drainer (1 year)	\$209.45	N/A	N/A	N/A	N/A

Renewal Fees					
	1 Year	2 Years	3 Years	4 Years	5 Years
Including administration fee					
Licensees	\$144.45	\$219.95	\$295.45	\$370.95	\$446.45
Retired or employee of Registered Training Organisation	\$91.10	\$113.25	\$135.40	\$157.55	\$179.70
NOT including administration fee					
Licensees	\$75.50	\$151.00	\$226.50	\$302.00	\$377.50
Retired or employee of Registered Training Organisation	\$22.15	\$44.30	\$66.45	\$88.60	\$110.75

Restoration Fees					
	1 Year	2 Years	3 years	4 Years	5 Years
Including administration fee					
Licensees	\$219.95	\$295.45	\$370.95	\$446.45	\$521.95
Retired or employee of Registered Training Organisation	\$166.60	\$188.75	\$210.90	\$233.05	\$255.20
NOT including administration fee					
Licensees	\$151.00	\$226.50	\$302.00	\$377.50	\$453.00
Retired or employee of Registered Training Organisation	\$97.65	\$119.80	\$141.95	\$164.10	\$186.25

Other Fees (Excl. Administration Fee)	
Endorsement Application	\$15.60
Additional restoration fee	\$75.50
Equivalent qualification	\$28.55
Review of conditions	\$66.35
Replacement Card	\$28.55
Certified copy of licence	\$28.55
Administration fee	\$68.95
Notifiable Work (Hard Copy)	\$42.45
Notifiable Work (Electronic Copy)	\$31.45

Need more information

Call QBCC on 139 333, check out our website at www.qbcc.qld.gov.au or visit your local QBCC office.