

	<h2>Application for acceptance as a producer statement author</h2>
<p>Email your application to:</p> <p>PSA Register Panel  <a href="mailto:building@dcc.govt.nz">building@dcc.govt.nz</a></p> <p>Forms available on: <a href="http://www.dunedin.govt.nz/sbcg">www.dunedin.govt.nz/sbcg</a></p>	<p>Application Number (PSA Office use only):</p>

**Please note that CPEng engineers and persons registered under other Acts of Parliament e.g., plumbers, gasfitters, electricians are not required to be an author on this register as they are already recognised authors (with the appropriate level of competence) to issue producer statements. For further guidance please refer to the producer statements section on the link: [www.dunedin.govt.nz/before-you-build](http://www.dunedin.govt.nz/before-you-build)**

Applicants will be approved to the Southern Building Controls Group (SBCG) Producer Statement Author (PSA) Register at the sole discretion of the SBCG PSA Committee Panel and are limited to the following:

1. The person that carries out the work. (i.e., if the work requires specific training e.g., Mapei products, then the producer statement author must be that individual).
2. The person who supervises the work. (This person should be currently qualified and have the same level of skills/knowledge and continued professional development as an individual doing the work).
3. The person who has sufficient knowledge, experience and possible qualifications, in conjunction with the authority, to issue producer statements on behalf of their company and employees in accordance with the limitations set out in the SBCG PSA Register.

### APPLICANT:

Name (Personal NOT Company):		
Company Name:		
Postal Delivery Address:		
		Postcode:
Contact Phone Numbers:	Work:	Mobile:
Email (Please print clearly):		
Invoice Details (If different from above):		

### SECTION A: New Zealand Building Code Clauses

Please tick the New Zealand Building Code clauses and type (PS1, PS2, PS3, PS4) that you wish to issue producer statements for.

Standard Clauses	PS1 Design	PS2 Design Review	PS3 Construction	PS4 Construction Review
B1 Structure				
<b>B2 Durability (Compulsory Field)</b>				
C1 Objectives of Clauses C2 to C6 (Protection from fire)				
C2 Prevention of Fire Occurring				
C3 Fire Affecting Areas Beyond the Fire Source				
C4 Movement to Place of Safety				
C5 Access and Safety for Firefighting Operations				

C6	Structural Stability				
D1	Access Route				
D2	Mechanical Installations for Access				
E1	Surface Water				
E2	External Moisture				
E3	Internal Moisture				
F1	Hazardous Agents on Site				
F2	Hazardous Building Materials				
F3	Hazardous Substances and Processes				
F4	Safety from Falling				
F5	Construction and Demolition Hazards				
F6	Visibility in Escape Routes				
F7	Warning Systems				
F8	Signs				
F9	Restricting Access to Residential Pools				
G1	Personal Hygiene				
G2	Laundering				
G3	Food Preparation and Prevention of Contamination				
G4	Ventilation				
G5	Interior Environment				
G6	Airborne and Impact Sound				
G7	Natural Light				
G8	Artificial Light				
G9	Electricity				
G10	Piped Services				
G11	Gas as an Energy Source				
G12	Water Supplies				
G13	Foul Water				
G14	Industrial Liquid Waste				
G15	Solid Waste				
H1	Energy Efficiency				

## SECTION B: Qualifications and Experience

You must provide and attach:

- Evidence of formal qualifications (copies of any relevant documents); this may include evidence under the Licensed Building Practitioner's Scheme where restricted building work is involved, or other trade related qualifications held.
- Copy of curriculum vitae which includes a list of recently completed jobs outlining the date, type and scale of the work carried out.
- Evidence of successful completion of technical courses, assignments or projects.
- Proof of current memberships of appropriate trade and/or professional affiliations.
- Provide **at least two (2) WRITTEN references** (dated and signed) from industry peers (**not from your employer**) confirming author suitability and experience per building code clause applied for.

**NOTE: Applications will NOT be accepted for consideration if the above items are not attached.**

## SECTION C: Scope of Producer Statements

Provide the scope of the producer statements you intend to supply.

PRODUCTS: (i.e., products/work you are qualified to use or carry out)

## SECTION D: Declaration

I hereby confirm and acknowledge that:

1. The PSA Administrator is authorised by me to collect, retain, and use, personal information about me ("Information") for the purpose of assessing my suitability as an author of producer statements. The information may be collected from me or from any other source available, including but not limited to professional/trade organisations, referees and territorial authorities referred to in the attached application, and any other persons or companies with whom I am or have been associated.
2. I am aware that in the event the information is not supplied or is not satisfactory to the SBCG PSA Panel, then my suitability to prepare producer statements may not be established.
3. I am aware that the information will be retained by the SBCG PSA Panel and be accessible by each BCA's employees and other persons engaged for the purposes of assessing and reviewing the suitability of authors of producer statements.
4. The SBCG PSA Panel is hereby authorised to disclose all or any part of the "Information" to any other territorial authority in New Zealand, which makes enquiries regarding my suitability as an author of producer statements.
5. I understand that I have rights under the Privacy Act to have access to the "Information" where it can be readily retrieved and to request correction of the "Information".
6. I agree to pay a three-yearly registration which covers all reasonable charges imposed in relation to the time and attendances involved in complying with my request in this regard.
7. I will notify the SBCG PSA Panel where there is a potential conflict of interest in a project.

I, \_\_\_\_\_ declare I have provided all the required information to be considered for approval to the SBCG PSA register.

☐ Please nominate if issuing producer statements on behalf of a company (as outlined on Point 3, Page 1) to declare that you have the appropriate authority to do so.

(Please nominate) I agree ☐ / I do not agree ☐ for my personal information to be used to receive any other Building Consent Authority information i.e., relevant newsletter updates.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_