

Practitioner's Licence Application

Occupational Licensing Act 2005

SERVICE TASMANIA (Office use only)

Product Code: **OCCLIC**

PLEASE INDICATE THE PRIMARY OCCUPATION (I ONLY) YOU ARE APPLYING FOR :

(Then indicate the specific class or classes on Page 2)

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Electrical Practitioner | <input type="checkbox"/> Plumber Practitioner | <input type="checkbox"/> Gasfitter Practitioner Certifier | <u>Motor Vehicle and Forklift</u> |
| <input type="checkbox"/> Electrical Practitioner | <input type="checkbox"/> Plumber Certifier | <input type="checkbox"/> Gasfitter Practitioner Provisional | <input type="checkbox"/> Auto Gasfitter Practitioner |
| Provisional | <input type="checkbox"/> Plumber Practitioner Provisional | | <input type="checkbox"/> Auto Gasfitter Certifier |
| | | | <input type="checkbox"/> Auto Gasfitter Practitioner Provisional |

PLEASE INDICATE THE SECONDARY OCCUPATION(S) YOU ARE APPLYING FOR:

(Then indicate the specific class or classes on Page 2)

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Electrical Practitioner | <input type="checkbox"/> Plumber Practitioner | <input type="checkbox"/> Gasfitter Practitioner Certifier | <u>Motor Vehicle and Forklift</u> |
| <input type="checkbox"/> Electrical Practitioner | <input type="checkbox"/> Plumber Certifier | <input type="checkbox"/> Gasfitter Practitioner Provisional | <input type="checkbox"/> Auto Gasfitter Practitioner |
| Provisional | <input type="checkbox"/> Plumber Practitioner Provisional | | <input type="checkbox"/> Auto Gasfitter Certifier |
| | | | <input type="checkbox"/> Auto Gasfitter Practitioner Provisional |

PERSONAL AND CONTACT DETAILS

Surname: _____ Given Name(s): _____

Date of Birth: _____

Home Address: _____

Postal Address: _____

Home Telephone: _____ Business Telephone: _____ Mobile: _____

E-mail Address: _____ Facsimile No: _____

IMPORTANT NOTICE – EVIDENCE OF IDENTITY is required for photo ID card. Please refer to Page 5 for details.

LICENCE FEES Fees applicable from 1 July 2011 (There is no GST component)

PRIMARY OCCUPATION FEE:

ELECTRICAL, GASFITTING and AUTOMOTIVE ONLY		PLUMBING ONLY – Currently no fees applicable	
Practitioner - Electrician/Lineworker Cable Joints/Restricted Electrical	\$294.00	Practitioner (Previously Journeyman Registration)	
Practitioner (Certifier) – Gasfitting	\$294.00	Certifier (Previously Advanced Registration)	
Practitioner – Provisional	\$210.00	Practitioner - Provisional	
ELECTRICAL / GASFITTING / AUTOMOTIVE GASFITTING			
SECONDARY OCCUPATION FEE(S): (Electrical, Gasfitting and Automotive Only)		\$140.00	
(Plumbing) – Currently no fee applicable			

PLEASE INDICATE CLASS(ES) OF PRACTITIONER'S LICENCE YOU ARE APPLYING FOR:

ELECTRICAL	PLUMBING		GASFITTING Natural Gas (NG) Liquefield Petroleum Gas (LPG) Compressed Natural Gas (CNG)	AUTOMOTIVE GASFITTING Liquefield Petroleum Gas (LPG) Compressed Natural Gas (NG) Liquefield Natural Gas (LNG)	
Electrical Practitioner	Plumber Practitioner	Plumber Certifier	Gasfitter Certifier	Motor Vehicle Gasfitter Certifier	Fork Lift Gasfitter Certifier
<input type="checkbox"/> Electrician	<input type="checkbox"/> Sanitary Plumbing	<input type="checkbox"/> Sanitary Plumbing	<input type="checkbox"/> NG <input type="checkbox"/> Endorsed Gas Installations/Storage Systems – Boats & Caravans (CNG)	<input type="checkbox"/> LPG	<input type="checkbox"/> LPG
<input type="checkbox"/> Cable Jointer				<input type="checkbox"/> CNG	<input type="checkbox"/> CNG
<input type="checkbox"/> Lineworker	<input type="checkbox"/> Water Plumbing	<input type="checkbox"/> Water Plumbing <input type="checkbox"/> Endorsed Heated Water Temp Control <input type="checkbox"/> Endorsed Backflow Prevention	<input type="checkbox"/> LPG <input type="checkbox"/> Endorsed Gas Installations/Storage Systems – Boats & Caravans	<input type="checkbox"/> LNG	
<input type="checkbox"/> REW Composite Equipment					Gasfitter Practitioner
<input type="checkbox"/> REW Control Devices	<input type="checkbox"/> Drainage Plumbing <input type="checkbox"/> Endorsed On-Site Domestic-Waste Water Management	<input type="checkbox"/> Drainage Plumbing <input type="checkbox"/> Endorsed On-Site Domestic-Waste Water Management	<input type="checkbox"/> Type B Standard Level 1	Gasfitter Practitioner	<input type="checkbox"/> Restricted LPG
<input type="checkbox"/> REW Electronics			<input type="checkbox"/> Type B Standard Level 2	<input type="checkbox"/> Restricted LPG	<input type="checkbox"/> Restricted CNG
<input type="checkbox"/> REW Explosion Protection Equipment	<input type="checkbox"/> Roof Stormwater Plumbing	<input type="checkbox"/> Roof Stormwater Plumbing	<input type="checkbox"/> Type B Standard Level 3	<input type="checkbox"/> Restricted CNG	<input type="checkbox"/> Provisional LPG
<input type="checkbox"/> REW Gas Appliances	<input type="checkbox"/> Mechanical Services Plumbing <input type="checkbox"/> Endorsed Refrigerated Air Conditioning <input type="checkbox"/> Endorsed Split Systems	<input type="checkbox"/> Mechanical Services Plumbing <input type="checkbox"/> Endorsed Refrigerated Air Conditioning <input type="checkbox"/> Endorsed Split Systems		<input type="checkbox"/> Restricted LNG	<input type="checkbox"/> Provisional CNG
<input type="checkbox"/> REW Instrumentation			Gasfitter Practitioner	<input type="checkbox"/> Provisional LPG	<input type="checkbox"/> Provisional Restricted LPG
<input type="checkbox"/> REW Motors			<input type="checkbox"/> Provisional NG	<input type="checkbox"/> Provisional CNG	<input type="checkbox"/> Provisional Restricted CNG
<input type="checkbox"/> REW Pre Assembled Neon Signs			<input type="checkbox"/> Provisional LPG	<input type="checkbox"/> Provisional LNG	
<input type="checkbox"/> REW Refrigeration & Air Conditioning	<input type="checkbox"/> Drainage Restricted On-Site Domestic-Waste Water Management	<input type="checkbox"/> Mechanical Services Restricted Refrigerated Air Conditioning	<input type="checkbox"/> Provisional Type B Standard Level 1	<input type="checkbox"/> Provisional Restricted LPG	
<input type="checkbox"/> REW Water Heaters	<input type="checkbox"/> Mechanical Services Restricted Refrigerated Air Conditioning	<input type="checkbox"/> Mechanical Services Restricted Split Systems	<input type="checkbox"/> Provisional Type B Standard Level 2	<input type="checkbox"/> Provisional Restricted CNG	
<input type="checkbox"/> Provisional Electrician	<input type="checkbox"/> Mechanical Services Restricted Split Systems		<input type="checkbox"/> Provisional Type B Standard Level 3	<input type="checkbox"/> Provisional Restricted LNG	
<input type="checkbox"/> Provisional Cable Jointer	<input type="checkbox"/> Provisional Sanitary Plumbing	<p>NOTE:</p> <p>If you are applying for <u>Plumbing and/or Gasfitting Restricted or Provisional Licence</u>, please contact Workplace Standards Tasmania prior to lodging application at Service Tasmania shop</p>			
<input type="checkbox"/> Provisional Lineworker	<input type="checkbox"/> Provisional Water Plumbing				
<input type="checkbox"/> Provisional REW Refrigeration & Air Conditioning	<input type="checkbox"/> Provisional Drainage Plumbing				
	<input type="checkbox"/> Provisional Roof Stormwater Plumbing				
	<input type="checkbox"/> Provisional Mechanical Services Plumbing				

PLEASE ANSWER THE FOLLOWING QUESTIONS

**1. Mutual Recognition applicants only
(Licence held in another State or Territory
of Australia or New Zealand)**

Please supply details of your current practitioner's licence held outside Tasmania.

Class of Licence: _____

Licence No: _____

Expiry Date: _____

State/Territory/Country: _____

Not applicable, not applying through Mutual Recognition

2. Qualifications

Please supply details of qualifications.

Issuing Institute/Registered Training Organisation	State/Territory/Country	Qualification

3. Current Employer

If employed, please supply details of your current employer

Name of current employer: _____

Address: _____

Not employed

4. Disciplinary Action (in relation to prescribed work involving electrical, plumbing and gasfitting)

(a) Have you ever been refused a licence/ registration/certificate to carry out any type of prescribed work?

No If Yes, why?

(b) Have you ever been disqualified from holding a licence/registration/certificate or has any such licence/registration/certificate held by you been cancelled or suspended?

No If Yes, why?

Period of disqualification/cancellation/suspension:

Start date: / / Finish date: / /

(c) Has any of your employers taken disciplinary action against you for any type of unsafe/ sub-standard prescribed work within the last 5 years?

No If Yes, why?

(d) Have you been dismissed by an employer for any type of unsafe/substandard prescribed work?

No If Yes, why?

5. Convictions

In the last five years have you ever been convicted of an offence of dishonesty or (at any time in the past) of a breach of any Act or Regulation governing the carrying out of any type of prescribed work?

No Yes (give details)

State/Territory/Country: _____

Year of conviction: _____

Offence: _____

6. Disabilities

Do you have any disability/ies that will affect your ability to perform any type of prescribed work safely?

No Yes (give details)

Colour confusion

Or, if other (attach details)

SUPPORTING DOCUMENTATION

Please supply a copy of the following and tick the box to indicate that the support documentation is attached:

APPRENTICED APPLICANTS - PRACTITIONER

- Certificate III qualification
- Statement of Results
- Employer/Supervisor AS/NZS 3000 (Wiring Rules Declaration (Refer to Page 6) **Electrical Applicants Only**

INTERSTATE AND NEW ZEALAND APPLICANTS

- Current practitioner's licence/registration/certificate held outside Tasmania
- Driver's licence
- Certified passport photo

PLUMBER CERTIFIER AND/OR NOMINATED MANAGER APPLICANTS ONLY

- Statement of Results showing additional competencies undertaken in appropriate class(es)
or
- Evidence of past experience (authorisations, certificates of completion, certificates of compliance) **Plumbing**
or
- Statutory Declaration **Plumbing Only**

PROVISIONAL APPLICANTS

- Evidence of past experience
- Registered Training Organisation Statement of Results/Certificate

PROVISIONAL - OVERSEAS APPLICANTS

- VETASSESS Certificate (Offshore Technical Skills Record – OTSR)
or
- Australian Recognised Trade Certificate (ARTC)

RESTRICTED ELECTRICAL WORK LICENCE (REWL) APPLICANTS

- Related trade or professional qualification
- Registered Training Organisation Statement of Results (Applicable to the type of work for which the licence is sought)
- "On-the-job" practical training Declaration (Refer to Page 6)
- Letter from employer outlining demonstrated need for REWL or a current licence in plumbing and/or gasfitting
- Resume
- Other

DECLARATION BY APPLICANT

I solemnly and sincerely state that the content of this application is true and correct

Stated at..... on this day of 20.....

Name (applicant) Signature (applicant)
(print)

Before me,

Name (witness)..... Signature (witness).....
(print)

METHOD OF PAYMENT

ABN 29 206 713 203

Tasmanian Applicants

Application form and payment of licence fees MUST be lodged at a Service Tasmania Shop due to photo ID requirements. Refer to Page 5 for details.

Interstate/New Zealand Applicants Only

Mail original application form, cheque, money order or credit card details and required documents/certified photo listed above to:
Workplace Standards Tasmania
PO Box 56, ROSNY PARK TAS 7018

Credit Card Payment (Interstate/New Zealand Applicants Only)

Credit Card Details:	Mastercard <input type="checkbox"/>	Visacard <input type="checkbox"/>	Amount Paid: \$ _____
Credit Card Number:	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>	<input style="width: 25px; height: 20px; border: 1px solid black;" type="text"/>
Cardholder's Name: (Block Letters)	Phone No:	Signature: _____	

EVIDENCE OF IDENTITY REQUIREMENTS

When submitting a licence application you must establish evidence of identity. To do this, please provide original documentation to the Service Tasmania Customer Service Operator as listed below:

- one document from Category A plus two documents from Category B; or
- two documents from Category A plus one document from Category B

If none of the produced documents state your current residential address, a fourth document less than six months old, stating your current address is required: e.g. a Utilities account (with evidence of payment or Bank Statement).

Acceptable forms of identification include the following:

Category A <i>(All documents must be original and current)</i>	Category B <i>(All documents must be original and current)</i>
<input type="checkbox"/> Australian Birth Certificate (not an extract)	<input type="checkbox"/> Medicare Card
<input type="checkbox"/> Citizenship Papers	<input type="checkbox"/> Credit or Bank Account Card, with signature
<input type="checkbox"/> Current Australian Passport/Visa	<input type="checkbox"/> Centrelink or DVA Card
<input type="checkbox"/> Current Overseas Passport/Visa	<input type="checkbox"/> Australian Marriage Certificate
<input type="checkbox"/> Driver Licence	
<input type="checkbox"/> Firearm Licence	

INFORMATION FOR INTERSTATE OR NEW ZEALAND APPLICANTS

Your completed application and payment must include the following documents:

Certified by a Justice of the Peace or Commissioner of Declarations:

- An original passport photo; and
- A clear copy of a current driver's licence; and
- A clear copy of 2 other documents selected from the Forms of Identification Table above.

Mail your application together with licence fee payment (cheque/credit card details) and certified passport photo, driver's licence to Workplace Standards Tasmania, PO Box 56, Rosny Park, Tas 7018.

I. ELECTRICAL PRACTITIONER (ELECTRICIAN)

To be completed by employer and/or supervisor of Apprenticed Applicants and Trade Recognition Australia Applicants applying for an electrician’s licence or restricted electrical work licence

An electrical practitioner’s licence may be issued to any person who has, in Tasmania, successfully completed an apprenticeship (nominally four years in duration) known as Certificate III in Electrotechnology – Systems Electrician and has been engaged on electrical wiring work involving the application of AS/NZS 3000 the *Wiring Rules*, for a period of not less than 12 months.

Please ask your employer to complete the declaration below. The person who completes this form must have an understanding of AS/NZS 3000 so that the certification is valid, if this is not the employer, then both the licensed supervising electrician and the employer must sign.

EMPLOYER AND/OR SUPERVISOR DECLARATION OF APPLICANT’S EXPERIENCE

I..... as the employer of the applicant certify that
(print)

..... has completed..... months on-the-job practical application
(print name of applicant)

of AS/NZS 3000 (the *Wiring Rules*). The experience has been obtained using this standard in the following situations. (Please tick appropriate box/es)

- Hazardous areas installations
- Commercial installations
- High Voltage installations
- Domestic installations
- Heavy Industrial installations

Business Name:

Name of Employer: Signature of Employer:

Name of Supervising Electrician: Signature of Supervising Electrician:

Licence No. of Supervising Electrician: Date:

2. RESTRICTED ELECTRICAL WORK LICENCE

Restricted Electrical Work Licence (REWL) applicants must provide evidence of their experience and training obtained on-the-job and their supervising electrician and/or supervising REWL holder must complete the following information and the declaration below. Please ask your supervisor to complete the declaration below.

SUPERVISING ELECTRICIAN AND/OR SUPERVISING REWL HOLDER DECLARATION OF APPLICANT’S EXPERIENCE

I..... as the supervisor of the applicant certify that
(print name)

..... during training has completed months from to.....
(print name of applicant) (insert date)

on-the-job practical experience relevant to the class of REWL he/she is seeking to obtain

whilst employed by
(insert name of business)

Name of Supervising Electrician or REWL holder: Licence No. of Supervisor:.....

Signature of Supervising Electrician or REWL holder:..... Date:

SOLE TRADERS (Non supervision)

As evidence of competency, you must provide a statement from RTO that verifies your competency to undertake electrical work restricted (disconnect/reconnect) to activities involved in testing, fault finding, repairing, replacing and maintaining systems applicable to licence applying for.

Personal information we collect from you for licensing processes will be used by Workplace Standards Tasmania for that purpose and may be used for other purposes permitted by the *Occupational Licensing Act 2005* and associated laws. Your personal information may be disclosed to contractors and agents of the Workplace Standards Tasmania; law enforcement agencies, courts and other public sector bodies or organisations authorised to collect it. This information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by you on request to this Department. You may be charged a fee for this service. Failure to provide this information may result in your application not being processed or records not being properly maintained.