

APPLICATION FOR ACCEPTANCE AS AN INDEPENDENT QUALIFIED PERSON

Section 438, Building Act 2004

IQP No: (Office Use Only)

APPLICANT DETAILS

Name: Company name: Mailing address: Phone:	Email: Fax number:
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PLEASE COMPLETE ALL SECTIONS

Section A

Please indicate the systems or features for which approval is sought:

- SS1 Automatic systems for fire suppression
- SS2 Emergency warning systems
- SS3/1 Automatic door
- SS3/2 Access controlled doors
- SS3/3 Interfaced fire or smoke doors or windows
- SS4 Emergency lighting systems
- SS5 Escape route pressurisation systems
- SS6 Riser mains
- SS7 Automatic backflow preventers
- SS8/1 Passenger carrying lifts
- SS8/2 Service lifts
- SS8/3 Escalator and moving walks
- SS9 Mechanical ventilation or air conditioning systems
- SS10 Building maintenance units

- SS11 Laboratory fume cupboards
- SS12/1 Audio loops
- SS12/2 FM radio & infrared beam transmission systems
- SS13/1 Mechanical smoke control
- SS13/2 Natural smoke control
- SS13/3 Smoke curtains
- SS14/1 Emergency power systems
- SS14/2 Signs for SS1-13
- SS15/1 Spoken information intended to facilitate evacuation
- SS15/2 Final exits
- SS15/3 Fire separations
- SS15/4 Signs for facilitating evacuation
- SS15/5 Smoke separations
- SS16 Cable cars

Is the application for:

Inspection only.	<input type="checkbox"/>
Inspection, Maintenance and Reporting Procedures.	<input type="checkbox"/>

This approval is for the Territorial Authorities listed below:

				
Hastings District Council Wairoa District Council Gisborne District Council Central Hawke's Bay District Council Napier City Council	207 Lyndon Road East 4122 Queen Street 4108 Fitzherbert Street 4010 28-32 Ruataniwha Street 4210 Hastings Street 4110	Private Bag 9002, Hastings 4156 PO Box 54, Wairoa 4160 PO Box 747, Gisborne 4040 PO Box 127, Waipawa 4240 Private Bag 6010, Napier 4142	Ph (06) 8715000, Fax (06) 8715115 Ph (06) 8387309, Fax (06) 8388874 Ph (06) 8672049, Fax (06) 8678076 Ph (06) 8578060, Fax (06) 8577179 Ph (06) 8357579, Fax (06) 8357574	

Section B: QUALIFICATIONS (Refer to First Schedule Requirements)

List the qualifications you hold which would be applicable to this application:

Qualification (attach photocopies of certificates)	Date Received	Copy Encl

Supporting Statements

Supporting technical references from individual, professional/technical institutes are attached (a minimum of three (3) references are required for all systems or features). Referees should be qualified in the discipline for which they are providing the reference. Referees may be contacted during the processing of the application. **NOTE:** References should relate to the system or features applied for.

Name & Address	System or Feature

Membership of Professional / Technical Institutes	Date Received	Copy Encl

Section D: INSURANCE

Professional Indemnity and Public Liability Insurance held relative to the role of an Independent Qualified Person.

Type of Cover	Amount	Insurer	Exclusions

Signed by Applicant:

Name: _____

Date: _____

Fees and Charges
Refer to www.hastingsdc.govt.nz for related fees and charges

All Fees and Charges are GST Inclusive

PLEASE NOTE: All cheque payments are to be made out to HASTINGS DISTRICT COUNCIL

FIRST SCHEDULE

GUIDELINES FOR MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIRED FOR ACCEPTANCE AS AN INDEPENDENT QUALIFIED PERSON

NOTE: Evidence of a working knowledge and/or experience **MUST** accompany each application and be completed in Section B of the Application Form.

Specified Systems	Qualifications
SS1 Automatic systems for fire suppression	<ul style="list-style-type: none"> ● Registered Fire Engineer or ● Evidence of 5 years experience as a Sprinkler Systems Technician with a sound knowledge of NZS4541 or 4515.
SS2 Emergency warning systems	<ul style="list-style-type: none"> ● Registered Electrician with a sound knowledge of NZS4512 or ● Evidence of 5 years experience as a fire alarm systems installation technician with an electrical qualification.
SS3/1 Automatic door	<ul style="list-style-type: none"> ● Evidence of suitable experience as an installation technician with a sound knowledge of NZS4232.
SS3/2 Access Controlled Doors	<ul style="list-style-type: none"> ● Evidence of suitable experience as an installation technician with a sound knowledge of; ● AS 4178:1994 section 4 ● NZS 4239:1993
SS3/3 Interfaced fire or Smoke Doors or Windows	<ul style="list-style-type: none"> ● Other: (Please Specify) ● Evidence of suitable experience as an installation technician with sound knowledge
SS4 Emergency lighting systems	<ul style="list-style-type: none"> ● Registered Electrician with a sound knowledge of NZS6104 and AS/NZS2293.3 or ● Evidence of 5 years experience as a fire alarm systems installation technician with an electrical qualification and a sound knowledge of NZS6104 and AS/NZS2293.3
SS5 Escape route pressurisation systems	<ul style="list-style-type: none"> ● Registered Fire Engineer or ● Evidence of suitable qualification or 5 years experience as an installation technician with a sound knowledge of AS1851.
SS6 Riser mains	<ul style="list-style-type: none"> ● Registered Fire Engineer or ● Evidence of 5 years experience as an installation technician or other appropriate experience with a sound knowledge of NZS4510.
SS7 Automatic backflow preventers	<ul style="list-style-type: none"> ● Registered Craftsman Plumber with a sound knowledge of AS/NZS2845 and/or AS/NZS3500.
SS8/1 Passenger carrying lifts	<ul style="list-style-type: none"> ● Registered Mechanical Engineer or ● Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of NZS4332 part 2.5.
SS8/2 Service lifts	<ul style="list-style-type: none"> ● Rules for Power Lifts Not Exceeding 750 Watts (1H.P.) (Historical) ● To a Specifically Designed Solution
SS8/3 Escalator and moving walks	<ul style="list-style-type: none"> ● Evidence of 3 Years experience as an installation technician to; ● D2 AS/1 ● EN 115 ● Specifically Designed Solution ● Other (Historical)
SS9 Mechanical ventilation or air conditioning systems	<ul style="list-style-type: none"> ● Registered Mechanical Engineer (HVAC) or ● Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of NZS4302.
SS10 Building maintenance units	<ul style="list-style-type: none"> ● Registered Structural or Mechanical Engineer or ● Evidence of suitable qualification and 5 years experience as an installation technician.

SS11 Laboratory fume cupboards	<ul style="list-style-type: none"> • Mechanical Engineer or • Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of AS/NZS2243.8.
SS12/1 Audio loops	<ul style="list-style-type: none"> • Evidence of suitable qualification and 5 years experience as an installation technician.
SS12/2 FM radio & infrared beam transmission systems	<ul style="list-style-type: none"> • Evidence of suitable qualification and 5 years experience as an installation technician.
SS13/1 Mechanical smoke control	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of AS/NZS1668.
SS13/2 Natural smoke control	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of; • AS 1851 or • To a Specifically Designed Solution or; • Other (Historical)
SS13/3 Smoke curtains	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of; • AS 1851:2005 or; • To a Specifically Designed Solution or; • Other (Historical)
SS14/1 Emergency power systems	<ul style="list-style-type: none"> • Registered Electrician with a sound knowledge of NZS6104:1981 • To a specifically Designed Solution • Other (Historical)
SS14/2 Signs for SS1-13	<ul style="list-style-type: none"> • Registered Electrician with a sound knowledge of NZS6104 and AS/NZS2293.3 or • Evidence of 5 years experience as a fire alarm systems installation technician with an electrical qualification and a sound knowledge of NZS6104 and AS/NZS2293.3
SS15/1 Spoken information intended to facilitate evacuation	<ul style="list-style-type: none"> • Registered Electrician with a sound knowledge of NZS4512 or • Evidence of 5 years experience as a fire alarm systems installation technician with an electrical qualification.
SS15/2 Final exits	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of 3 years experience in this area
SS15/3 Fire separations	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of 3 years experience in this area
SS15/4 Signs for facilitating evacuation	<ul style="list-style-type: none"> • Evidence of 3 years experience in this area
SS15/5 Smoke separations	<ul style="list-style-type: none"> • Registered Fire Engineer or • Evidence of 3 years experience in this area
SS16 Cable cars	<ul style="list-style-type: none"> • Evidence of 3 Years experience as an installation technician with a sound knowledge of installation of NZS 5270:2005 or; • To a Specifically Designed Solution • Other (Historical)