

Application for renewal as an independent qualified person



Sections 103 and 438, Building Act 2004

Please read this first

This form will be scanned by electronic equipment. It is important that you:

- use a blue or black pen to mark your answers; and
- print clearly.

Please complete ALL sections.

Applicant details (Please print in CAPITALS)

Title: Mr Mrs Miss Ms IQP number

Name

Company address

Postal address

Town Postcode

Daytime phone number Afterhours phone number

- -
Mobile phone number Fax number

Email

Section A: Systems

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

- | | |
|---|---|
| <input type="checkbox"/> SS1 Automatic systems for fire suppression | <input type="checkbox"/> SS5 Escape route pressurisation systems |
| <input type="checkbox"/> SS2 Automatic or manual emergency warning systems | <input type="checkbox"/> SS6 Rise mains for use by fire service |
| <input type="checkbox"/> SS3/1 Automatic doors | <input type="checkbox"/> SS7 Automatic backflow preventer |
| <input type="checkbox"/> SS3/2 Access controlled doors | <input type="checkbox"/> SS8/1 Passenger carrying lifts |
| <input type="checkbox"/> SS3/3 Interfaced fire or smoke doors or windows | <input type="checkbox"/> SS8/2 Service lifts |
| <input type="checkbox"/> SS4 Emergency lighting systems | <input type="checkbox"/> SS8/3 Escalators and moving walks |

(Continued on next page)

Office use only

Date received / /

Amount paid \$

IQP number

Receipt number

NAR •

Section A: Systems *(Continued from previous page)*

- | | |
|--|---|
| <input type="checkbox"/> SS9 Mechanical ventilation or air conditioning systems | <input type="checkbox"/> SS14/2 Signs |
| <input type="checkbox"/> SS10 Building maintenance units | <input type="checkbox"/> SS15/1 Systems for communicating spoken information intended to facilitate evacuation |
| <input type="checkbox"/> SS11 Laboratory fume cupboards | <input type="checkbox"/> SS15/2 Final exits |
| <input type="checkbox"/> SS12/1 Audio loops | <input type="checkbox"/> SS15/3 Fire separations |
| <input type="checkbox"/> SS12/2 FM radio frequency systems and infrared beam transmission systems | <input type="checkbox"/> SS15/4 Signs for communicating information intended evacuation; exit, directional and no exit |
| <input type="checkbox"/> SS13/1 Mechanical smoke control | <input type="checkbox"/> SS15/5 Smoke separations |
| <input type="checkbox"/> SS13/2 Natural smoke control | <input type="checkbox"/> SS16 Cable cars |
| <input type="checkbox"/> SS13/3 Smoke curtains | |
| <input type="checkbox"/> SS14/1 Emergency power systems | |

Non-specified systems:

- Means of escape from fire
- Safety barriers
- Means of access and facilities for persons with disabilities
- Handheld hose reels for fire fighting
- Signs

Is the application for:

- Inspection only
- Inspection, maintenance, and reporting procedures

Section B: Qualifications *(Refer to First Schedule requirements)*

Please list any additional qualifications you may have achieved since your last application:

Qualification (attach photocopies of certificates)	Date received	Copy enclosed
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="checkbox"/>
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Section B: Qualifications *(Continued from previous page)*

Supporting Statements

- Please provide three supporting quality assurance statements completed in the 12 months prior to the anniversary renewal date. *(Attach details/copies e.g. 12a Form, Verification Procedures, Testing Method.)*

Name and address	System or feature

Section C: Insurance

Details of current indemnity insurance *(including any limitations or exclusions. Public liability needs to be equal to or more than \$2 million. Professional indemnity needs to be adequate for the level of work undertaken).*

- Copy attached

Section D: Quality Assurance

1. Are you/your organisation accredited in a recognised quality standard? E.g. ISO/IANZ. *(If so, please provide a description and a copy.)*

Yes No

2. Does your organisation do peer review or design work for other organisations? *(If yes, please provide supporting documents.)*

Yes No

3. Are there any factors you are aware of that might affect your ability to continue practising competently over the next year?

Yes No

If so, please summarise:

4. Is measuring equipment you use (as IQP) regularly calibrated? Yes No
-

Section E: Other IQP Registrations

Are you currently registered with another council? *(If yes, please supply IQP certificate.)*

Yes No

Section F: IQP Renewal Application Statement

- I am applying for approval, by Tararua District Council, to accept me as an IQP and include me on their IQP list. I understand that Council may cancel my approval at any time, subject to written information.
- I certify that all information on this application form and in my portfolio of evidence is true and accurate.

Signature

 / / 2 0

Date



First Schedule

Guidelines for minimum qualifications and experience required for acceptance as an independent qualified person

Evidence of a working knowledge and/or experience MUST accompany each application and be completed in Section B of the application form.

SS1	Fire Suppression Systems Registered fire engineer; or Evidence of 5 years experience as a sprinkler systems technician with a sound knowledge of NZS4541 or 4515	SS9	Mechanical Ventilation/Air Conditioning Registered Mechanical Engineer (HVAC); or Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of NZS4302
SS2	Emergency Warning Systems 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	SS10	Building Maintenance Units Registered structural or mechanical engineer; or Evidence of suitable qualification and 5 years experience as an installation technician
SS3	Automatic Fire Doors Evidence of suitable experience as an installation technician with a sound knowledge of NZS4232	SS11	Laboratory Fume Cupboards Mechanical Engineer; or Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of AS/NZS2243.8
SS4	Emergency Lighting System 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	SS12	Audio Loops or other assistive listening systems Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of AS/NZS2243.8
SS5	Escape Route Pressurisation System Registered fire engineer; or Evidence of suitable qualification or 5 years experience as an installation technician with a sound knowledge of AS1851	SS13	Smoke Control System Registered Fire Engineer; or Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of AS/NZS1668
SS6	Riser Mains Registered fire engineer; or Evidence of suitable qualification or 5 years experience as an installation technician or other appropriate experience with a sound knowledge of NZS4510	SS14	Emergency Power Systems Registered electrician with a sound knowledge of NZS6104
SS7	Automatic Backflow Prevention Certified plumber with a sound knowledge of AS/NZS2845 and/or AS/NZS3500	SS15	<i>Any or all of the following systems and features, so long as they form part of a building's means of escape from fire, and so long as those means also contain any or all of the systems of features specified in clauses 1-6, 9 and 13</i>
SS8	Lifts, Escalators, Travelators Registered Mechanical Engineer; or Evidence of suitable qualification and 5 years experience as an installation technician with a sound knowledge of NZS4332	SS15/1	Spoken Communication System 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

Registered fire engineer; or
Evidence of 3 years experience in this area

SS15/3 Fire Separations

Registered fire engineer; or
Evidence of 3 years experience in this area

SS15/4 Signs for Evacuations

Evidence of 3 years experience in this area

SS15/5 Smoke Separations

Registered Fire Engineer; or
Evidence of 3 years experience in this area

Means of Escape from Fire

Registered Fire Engineer; or
Evidence of 3 years experience in this area

Safety Barriers

Registered Structural Engineer; or
Evidence of 3 years experience in this area

Disabled Persons Access and Facilities

Barrier Free Auditor; or
Evidence of 3 years experience in this area and a
sound knowledge of NZS4121

Fire Hose Reels

Registered Fire Engineer; or
Evidence of 3 years experience in this area and a
sound knowledge of NZS4503 or AS/NZS1221

Signs

Evidence of 3 years experience in this area