

Plumbers, Gas Fitters and Electricians Act 1995

Plumbing, Gas Fitting and Electrical Individual/Partnership Contractor Licence

Guidelines for Applicants

Who needs to be licensed?

A person must be licensed as an electrical contractor, plumbing contractor or gas fitting contractor if they carry on the business of performing this work for others. All partners in a partnership must hold their own licences, even if they do not physically perform the work.

Plumbing work includes water plumbing work, sanitary plumbing work, or draining work, or the installation or testing of backflow prevention devices.

Gas Fitting work includes the installation, alteration, repair, maintenance or disconnection of any pipes or equipment to convey or utilise gas (including associated gas ventilation equipment) downstream of:

- the outlet of a meter installed for measuring consumption of reticulated gas supplied by a licensed gas supplier under the *Gas Act 1988*; or
- the outlet of any gas storage tank or cylinder.

Electrical Work includes install, alter, repair or maintain an electrical installation, subject to conditions limiting (in any way) the work that may be carried out under the authority of the registration.

If you personally perform the work, you will also need to hold a workers registration. A contractor's licence only authorises a person to carry on a business, not to physically undertake the work.

Am I eligible to obtain a licence?

You are entitled to be licensed as a contractor if you meet the following criteria:

- You are not suspended or disqualified from practicing or carrying on an occupation, trade or business under Australian law
- You are not an insolvent under administration within the meaning of the *Corporations Act 2001**
- During the last 5 years you have not been a director of a body corporate wound up for the benefit of creditors when it was being wound up or within 6 months before it commenced winding up*
- You have the required qualifications; both business and technical
- You are a fit and proper person
- You have sufficient financial resources
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*You may still be eligible for a licence, limited to subcontracting. Please contact our office for more information

Financial Resources

To qualify for a contractor's licence you must have sufficient financial resources for the purpose of properly carrying on the business authorised by the licence.

You must have a minimum of \$10,000 in tangible net assets. If you cannot meet this requirement you can still qualify for a licence restricted to subcontracting to licensed plumbing, gas fitting, electrical or building work contractors .

How do I apply?

Visit our website www.cbs.sa.gov.au and apply on line, or come in to our customer service centre at 91 Grenfell Street Adelaide.

All applications need to be printed, signed and submitted with the appropriate supporting documentation.

What information do I need to provide to lodge an application?

Fees

The application and pre-grant fee specified in the fee schedule.

National Police Certificate (NPC)

A NPC is required except where one of the following applies;

- The applicant is a director of a company listed on the Australian Stock Exchange
- The applicant has lodged a NPC with Consumer & Business Services within the previous 12 months
- The applicant is an overseas resident who has never resided in Australia
- The applicant has held a licence within the last 12 months and is applying for an equivalent licence
- The applicant already holds or is associated with another licence issued under this Act for which an NPC has already been supplied

The certificates must be no more than twelve months old at the time of lodging your application. A National Police Certificate can be obtained through state and territory police departments and the Australian Federal Police. Alternatively, you can obtain National Criminal History/Record Checks from CV Check Pty Ltd (visit www.cvcheck.biz) or a Crimtrac Accredited Agency (visit www.crimtrac.gov.au for further information).

Important note: Checks that simply verify you are able to work with particular persons (e.g. children) without specifying your criminal history are **not** sufficient.

Electrical Contractors only - Evidence you meet the qualification requirement

If you are applying for an electrical contractor licence endorsed for *any electrical work* you will also need to supply evidence of completion of **one** of the following:

- Single Phase Electrical Installation Testing Course (Training provider: PEER TEC);
- NUE408 - Electrical Installation Testing & Verification;
- NE171 - Electrical Installation Safety Testing - Electrical Stream Module;
- TAFE SA's 18 week course and assessment on AS/NZS 3000:2007 Wiring Rules;
- NUE 505A - Electrical Systems Safety;
- UEENEEG005A - Verify compliance and functionality of general electrical installations;
- UEENEEG005B - Verify compliance and functionality of general electrical installations; or
- UEE30811 or UEE30807 - Certificate III in Electrotechnology Electrician.

Business criteria

You must have an approved business qualification and supply evidence of this (refer to the Business Criteria guidelines for options).

Financial information

You need to meet the financial requirements by completing a declaration on the application that you have at least \$10,000 in tangible net assets. If you cannot make this declaration you will be provided with a form to complete detailing your current financial position.

Fee schedule

Fees and charges effective 1 July 2015

No GST is applicable - our ABN is 15 088 976 178

Application and pre-grant fees

	Application Fee	Pre-grant Fee
Application for a contractor licence	\$194.00	\$353.00

Annual fees

For a natural person	\$353.00
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Other fees

Default penalty for annual returns	\$165.00
Vary a licence condition	\$115.00
Replacement card/certificate	\$ 25.50

Please note: All fees and charges are subject to change without notice and are usually adjusted each financial year.

For more information

Email	Website	Phone	In person
pge@sa.gov.au	www.cbs.sa.gov.au	Ph: 131 882	Customer Service Centre 91 Grenfell Street ADELAIDE SA 5000