



APPLICATION FOR ACCEPTANCE AS A PRODUCER STATEMENT AUTHOR

Email your application to: PSA Register Panel building.compliance@icc.govt.nz Forms available on: https://icc.govt.nz/building/producer-statements/	Application Number (PSA Office use only):
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APPLICANT:

Name (Personal NOT Company): _____

Postal Delivery Address: _____

Postcode: _____

Contact Details: 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, for which acceptance for the issue of Producer Statement is sought:

Standard Clauses	PS1 Design	PS2 Design Review	PS3 Construction	PS4 Construction Review
B1 Structure				
B2 Durability (Compulsory Field)				
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	Laundrying				
G3	Food Prep 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

Please provide and attach:

- Demonstrated competence in the type and scale of project subject to the producer statements you wish to issue (proven performance / historical records of previous works).
- 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.
- 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** from industry peers 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 with this Application.

SECTION C: Scope of Producer Statements

Provide the scope of the producer statements you intend to supply i.e. limited to certain products only or specific aspects of construction:

Products: _____

Limitations: _____

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 that 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 1993 to have access to the "Information" where it can be readily retrieved and to request correction of the "Information" and to be informed of the action taken in response to any such request and/or to the request that there be attached to the "Information" a statement which I can supply to the SBCG PSA Panel relating to the fact that I have requested a correction. I agree to pay the SBCG PSA Panel all reasonable charges imposed in relation to the time and attendances involved in complying with my request in this regard.
6. I will notify the SBCG PSA Panel where there is a potential conflict of interest in a project.

Checklist: **Applicant Details complete**
 Section A Clauses ticked (B2 Compulsory)
 Section B Information attached
 Section C Limitations and scope completed
 Section D Checklist completed and Declaration Signed

Applications will be returned if not received with all completed sections and attachments.

I, _____ declare I have provided all the required information.

Signed: _____ Dated: _____