



Name of Applicant/Company:

*(Insert full/correct company name if applicant is a company)*

### **Applicant's Contact Details**

Postal Address:

Post Code:

Street Address:

Telephone No:

Mobile Phone No:

E-mail:

### **Connections type(s) applying for**

Water Category A\*

Sewerage and Stormwater

*\* Category A is default for water. Category B is granted at the discretion of the New Plymouth District Council (NPDC) and requires high quality work in process and practice regarding procedures. Refer to WWMS-P-803 Water, Sewer or Stormwater Service Connections Policy.*

### **Information as to Public Liability Insurance**

*Please attach a copy of your Company's Public Liability Insurance in respect to all authorised work carried out in compliance with WWMS-P-803 Water, Sewer or Stormwater Service Connections Policy.*



**References**

Name	Contact
	phone: e-mail:
	phone: e-mail:
	phone: e-mail:
	phone: e-mail:

**Declaration by Applicant**

The Applicant named below:

- Applies to become an Approved Water / Sewerage and Stormwater Contractor, approved by the New Plymouth District Council (NPDC) to carry out connection work within the New Plymouth District.
- Confirms that all details set out in and/or attached to this application are complete and accurate in all respects.
- Agrees that NPDC and its advisors may obtain and use such information about the applicant, as the Council considers appropriate, from any referee named in this application or from any other person for the purpose of evaluating this application.
- Agrees to abide by all NPDC policies, standards and specifications, specifically *the latest version of the Land Development and Subdivision Infrastructure Standard based on NZS4404:2010 with local amendments and WWMS-P-803 Water, Sewer or Stormwater Service Connections Policy*

Signed on behalf of the Applicant by:

<i>Name – (block capitals)</i>	<i>Title/Relationship to Applicant</i>
<i>Signature</i>	<i>Date of Application</i>

**Privacy Act:** *The Applicant, if an individual, has a right of access to information about that individual held by NPDC. The Applicant may request correction of that information and require that the request be stored with that information. NPDC may charge any reasonable cost in providing access to that information.*



**Checklist**

*Contractor to check prior to handing in application*

*NPDC to check approved application*

	Contractor Check	NPDC Check
<b>All Applicants</b>		
Approval previously obtained as a Council Approved Service Provider Performing High Risk Work. (Contact NPDC Customer Support if not already approved or visit our Website <a href="http://www.npdc.govt.nz">www.npdc.govt.nz</a> – Look up Contractor Information under A-Z or click <a href="#">here</a> )	<input type="checkbox"/>	<input type="checkbox"/>
If applying for BOTH Water and Sewer/Stormwater: Complete and attach form WWMS-FM-802c Designated Equipment List	<input type="checkbox"/>	<input type="checkbox"/>
Provide detailed methodology for undertaking connections work, include hazard identification and controls required to ensure safety.	<input type="checkbox"/>	<input type="checkbox"/>
Provide detailed methodology for working with, disposal of and decontamination of asbestos.	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrate, by interview, understanding of appropriate Council Specifications and Standards (as noted on page 2 of this form)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Water Applicants (Category A)</b>		
Procedures must include details to show that the Applicant is aware of the future implications of the Drinking-Water Standards for New Zealand 2005 updated 2008 and is willing to work towards full implementation of NPDC WWMS-ST-804 Hygiene Standard Specification for Water Supply	<input type="checkbox"/>	<input type="checkbox"/>
Attach documentation to prove that the Applicant “has” at least one of the following: <ul style="list-style-type: none"> <li>• Registration as a Certifying Plumber with the Plumbers, Gasfitters &amp; Drainlayers Board with a current practicing licence.</li> <li>• NZQA National Certificate in Water Reticulation (Supervisor Level 4 Water Strand) or New Zealand Certificate in Infrastructure Works – Pipeline Construction &amp; Maintenance Level 4 (Drinking-Water strand)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Sewer and Stormwater Applicants</b>		
Attach documentation to prove that the Applicant “has” at least one of the	<input type="checkbox"/>	<input type="checkbox"/>



<p>following:</p> <ul style="list-style-type: none"> <li>• Registration as a Certifying Drainlayer with the Plumbers, Gasfitters &amp; Drainlayers Board with a current practicing licence</li> <li>• NZQA National Certificate in Water Reticulation (Supervisor Level 4 Wastewater Strand) or New Zealand Certificate in Infrastructure Works – Pipeline Construction &amp; Maintenance Level 4 (Wastewater and Stormwater strand)</li> </ul>		
<p>If approval is sought to undertake work in Confined Spaces, provide:</p> <p>1) An approved procedure which outlines the methodology that will be used to work safely inside manholes and confined spaces.</p> <p>2) Proof of adequately maintained and calibrated/tested equipment that will be required for confined space entry; including but not limited to:</p> <ul style="list-style-type: none"> <li>• Gas detection equipment.</li> <li>• Confined space harnesses and lifting equipment.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p>3) Documentation to prove that the application has personnel with the following current qualification:</p> <ul style="list-style-type: none"> <li>• Operate an atmospheric testing device to determine a suitable atmosphere exists to work safely NZQA Unit Standard 25510</li> <li>• Apply hazard identification and risk assessment procedures in the workplace NZQA Unit Standard 17602</li> <li>• Plan a confined space entry NZQA Unit Standard 17599</li> <li>• Demonstrate knowledge of hazards associated with a confined space NZQA Unit Standard 18426</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

**Checklist – post application**

<b>All Applicants</b>	<b>Contractor Check</b>	<b>NPDC Check</b>
\$3000 bond (refer to Section 3.1.2 of WWMS-P-803 Water, Sewer or Stormwater Service Connections Policy)	<input type="checkbox"/>	<input type="checkbox"/>
Completion of application form WWMS-FM-802a and provision of all supporting documentation according to the requirements of the NPDC WWMS-ST-804 Hygiene Standard Specification for Water Supply	<input type="checkbox"/>	<input type="checkbox"/>



**FOR NPDC USE ONLY**

**Qualification of Applicant**

Qualification Notes:

The Applicant is approved to carry out Authorised Water / Sewerage and Drainage work in the New Plymouth District. Approval for the following categories has been made: *(tick those that apply)*

Water Category A

Approved to work in Confined Spaces

Sewer and Stormwater

\_\_\_\_\_  
*(Approving Officer)*

\_\_\_\_\_  
*(Date)*

**Payment of Bond**

Cash Bond of \$3000 paid:

Yes/No

NPDC Financial Ledger Code for transaction:

\_\_\_\_\_

\_\_\_\_\_  
*(Approving Officer)*

\_\_\_\_\_  
*(Date)*