



APPLICATION FOR ACCEPTANCE AS A PRODUCER STATEMENT AUTHOR

Email or deliver your application to:
Invercargill City Council
Private Bag 90104
Invercargill 9810

Telephone: 03 211 1777
 Fax: 03 211 1430
 Email: building.compliance@icc.govt.nz
 Web: www.icc.govt.nz

Application number (ICC Office use only):

APPLICANT:

Name (Personal NOT Company): _____

Mailing Address: _____

Street Address/Registered office: _____

Contact Details: Work: _____ Mobile: _____

Email (Please Print Clearly): _____

Other: _____ Other: _____

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				
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 attach:

- List the qualifications and experience you hold that are applicable to each clause of the New Zealand Building Code.
- Attach a list of Membership of Professional and / or Trade Organisations and accompanying current certificates/membership cards.
- A list of completed projects may assist the approval process.
- Provide **at least one WRITTEN reference** from a qualified person per Building Code clause applied for.

NOTE: Applications will be returned if the above items are not attached with this Form.

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 BCA or Cluster group 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 BCA or Cluster Group, then my suitability to prepare producer statements may not be established.
3. I am aware that the information will be retained by the Cluster Group 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 Cluster Group 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 Council relating to the fact that I have requested a correction. I agree to pay the Council all reasonable charges imposed by the Council in relation to the time and attendances involved in complying with my request in this regard.
6. I will notify the Cluster Group through my local BCA immediately if my qualification or ability to obtain any required insurance changes.

I, _____ certify all information provided is correct.

Signed: _____ Dated: _____

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

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

NB: Where there is a potential conflict of interest in a project, this must be declared to the Building Consents Authority.