

Notification of responsible person 7

NOTE	This form is to be used for the purposes of section 19 and 19B of the <i>Standard Plumbing and Drainage Regulation 2003</i>.												
<p>1. Description of land</p> <p>The description must identify all land the subject of the application.</p> <p>The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.</p> <p>If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address <i>(include number, street, suburb/locality and postcode)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: right; padding-right: 5px;">Postcode</div> <p>Lot and plan details <i>(attach list if necessary)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">Shop/tenancy number</td> <td style="width: 33%; border-bottom: 1px solid black;">Storey/level</td> <td style="width: 33%; border-bottom: 1px solid black;">Local government area</td> </tr> <tr> <td style="text-align: center;"><i>(if applicable)</i></td> <td style="text-align: center;"><i>(if applicable)</i></td> <td></td> </tr> </table>	Shop/tenancy number	Storey/level	Local government area	<i>(if applicable)</i>	<i>(if applicable)</i>							
Shop/tenancy number	Storey/level	Local government area											
<i>(if applicable)</i>	<i>(if applicable)</i>												
<p>2. Description of work</p> <p>The description must be sufficient to identify the work, for example:</p> <ul style="list-style-type: none"> • installation of hot water system • plumbing/drainage under a floor slab • plumbing before cladding is applied. 	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><input type="checkbox"/> Compliance permit number</td> <td style="width: 50%;"><input type="checkbox"/> Development application number</td> </tr> <tr> <td style="border-bottom: 1px solid black; width: 50%;"></td> <td style="border-bottom: 1px solid black; width: 50%;"></td> </tr> <tr> <td colspan="2"><input type="checkbox"/> Copy of application for compliance certificate attached</td> </tr> <tr> <td colspan="2"><input type="checkbox"/> Brief description of the work provided below</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black; height: 20px;"></td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black; height: 20px;"></td> </tr> </table>	<input type="checkbox"/> Compliance permit number	<input type="checkbox"/> Development application number			<input type="checkbox"/> Copy of application for compliance certificate attached		<input type="checkbox"/> Brief description of the work provided below					
<input type="checkbox"/> Compliance permit number	<input type="checkbox"/> Development application number												
<input type="checkbox"/> Copy of application for compliance certificate attached													
<input type="checkbox"/> Brief description of the work provided below													
<p>3. Responsible person</p> <p>The 'responsible person' for regulated work is a person who is licensed to perform the work and either performs or directs the performance of the work.</p> <p>The 'responsible person' for on-site sewerage work is a person who either performs or directs the performance of the work.</p> <p>If the 'responsible person' for the work is not known you must tell the local government who is the responsible person when requesting an inspection.</p>	<p>Name <i>(in full)</i></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Plumbers licence number</td> <td style="width: 50%; border-bottom: 1px solid black;">Drainers licence number</td> </tr> <tr> <td style="border-bottom: 1px solid black;">QBSA licence number <i>(if applicable)</i></td> <td style="border-bottom: 1px solid black;">Other licence/registration number</td> </tr> </table> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">Phone number</td> <td style="width: 33%; border-bottom: 1px solid black;">Mobile number</td> <td style="width: 33%; border-bottom: 1px solid black;">Fax number</td> </tr> </table> <p>Email address of responsible person</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Postal address</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: right; padding-right: 5px;">Postcode</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Signature</td> <td style="width: 30%; border-bottom: 1px solid black;">Date</td> </tr> </table>	Plumbers licence number	Drainers licence number	QBSA licence number <i>(if applicable)</i>	Other licence/registration number	Phone number	Mobile number	Fax number	Signature	Date			
Plumbers licence number	Drainers licence number												
QBSA licence number <i>(if applicable)</i>	Other licence/registration number												
Phone number	Mobile number	Fax number											
Signature	Date												

OFFICE USE ONLY

DATE RECEIVED		RECEIVING OFFICER'S NAME/S		REFERENCE NUMBER/S		Approved form 7 Version 5, 07/11
---------------	--	----------------------------	--	--------------------	--	-------------------------------------

4. Change in responsible person

If the responsible person changes during the course of a project you must tell the local government who is the responsible person when requesting the next inspection.

Name (*in full*)

Plumbers licence number

Drainers licence number

QBSA licence number (*if applicable*)

Other licence/registration number

Phone number

Mobile number

Fax number

Email address of responsible person

Postal address

Postcode

5. Other details—new responsible person

The new responsible person must clearly identify at what stage of the project they became the responsible person.

Date I commenced being the responsible person for the work

Stage of the work at which I became the responsible person for the work

Signature

Date

Privacy: The information on this form is collected for purposes related to deciding this application and monitoring compliance under the *Plumbing and Drainage Act 2002* ("the Act"). This information may be stored in the department's database and may also use your information for statistical research, information provision and evaluation of Plumbing Industry Council services. If you do not wish for this to occur, please contact the **Plumbing Industry Council** on **(07) 3235 4149**.

Your personal information will be provided to the financial institution which handles the Queensland Government's EFTPOS transactions and may be disclosed to other government agencies, local government authorities and third parties for purposes related to this application and/or monitoring compliance with the Act. Except in these circumstances, personal information will only be disclosed to third parties with your consent or in accordance with the *Information Privacy Act 2009*.

RTI: The information collected on this form will be retained as required by the *Public Records Act 2002* and other relevant Acts and regulations, and is subject to the Right to Information regime established by the *Right to Information Act 2009*. If you have any further questions regarding your privacy, please contact the department's Privacy Contact Officer on (07) 3898 0518 or (07) 3898 0520

©The State of Queensland (Department of Local Government and Planning) 2011. Published by the Queensland Government, July 2011, 63 George Street, Brisbane Qld 4000.