

Notifiable work

Information for licensees and industry



What is notifiable work?

From 1 November 2012, a new category of plumbing and drainage work called notifiable work will start. Notifiable work will extend the amount of work a plumber or drainer can perform without a local government permit or mandatory inspections.

Notifiable work will be defined in schedule 2 of the Standard Plumbing and Drainage Regulation 2003. It will include most plumbing and drainage work performed in existing homes including:

- kitchen and bathroom additions and renovations
- installing or replacing hot water heaters including electric, solar or heat pump hot water heaters
- installing fixtures such as toilets, showers and sinks in an existing home
- extending or altering pipe work.

Some plumbing and drainage work will also be able to be performed on commercial buildings.

How will this benefit me?

It will now be cheaper and faster for most routine plumbing work to be performed in Queensland. Previously, plumbing work such as a bathroom or kitchen renovation would have to go through local government approval and inspection processes. This could cost up to \$1600 and take up to 20 business days for permits and inspections.

Under the new process, a licensee simply has to notify the Plumbing Industry Council that this type of work has been performed within 10 business days of completing the work.

The changes also allow licensees to perform a wider range of plumbing work that does not require approval or notification. For example, a plumber can install, repair, remove or replace an apparatus such as a pump or water saving device without needing to notify the Plumbing Industry Council or local government.

What is the new process?

When a plumber or drainer performs notifiable work, they must submit a Form 4—Notifiable Work to the Plumbing Industry Council. Forms can be submitted either electronically or manually to the Plumbing Industry Council.

To lodge a form electronically, a licensee must first set up an account in the online Plumbing Application Service (PAS). The PAS includes a top-up facility to provide an easy way for licensees to pay lodgment fees and as an alternative to paying by credit card for each lodgment. The fee for electronic lodgment is \$25 per form.

Licensees who wish to lodge forms manually will be given a Form 4 booklet by the Plumbing Industry Council. When notifiable work is performed, a licensee must send one copy of the form to the Plumbing Industry Council and the other to the owner/occupier of the property. The fee for manual lodgment is \$35 per form.

Additional Form 4 books can be ordered by contacting the Plumbing Industry Council. A manual copy of the Form 4 will also be available at www.hpw.qld.gov.au/notifiablework

Will the work be checked?

To ensure that plumbing and drainage work continues to be performed to a high standard, both the Plumbing Industry Council and local governments will audit notifiable work.

The Plumbing Industry Council will audit lodgment of forms to ensure that licensees are complying with their obligations. The Plumbing Industry Council will be able to request that a licensee provides documentation in relation to an audit and may take disciplinary action against licensees who do not comply.

Local governments may undertake an audit program of notifiable work carried out in their region to ensure notifiable work is performed to an appropriate standard.

A licensee may also request that local government conduct an inspection of the work.

There are a range of penalties that may apply where a licensee performs work that is noncompliant, defective or performed without an appropriate licence.

Checklist for licensees

- ☐ Do you have the necessary licence and endorsements to perform the work?
- ☐ Does the work comply with the relevant legislation and standards?
- ☐ Have you lodged the Form 4 with the Plumbing Industry Council?
- ☐ Have you provided the owner/occupier of the property with a copy of the Form 4?

Contact details

Plumbing Industry Council

visit Ground Level, 63 George St, Brisbane
mail PO Box 15027 City East QLD 4002
call 1800 682 021—Licensing
1800 264 585—Notifiable work
email plumbers@qld.gov.au
website www.hpw.qld.gov.au

Building Codes Queensland

visit Level 5, 63 George St, Brisbane
mail PO Box 15009 City East QLD 4002
call 1800 534 972
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