

Plumbing Work – Approved forms and their use

Building Act 2016 and Building Regulations 2016

Reference to the “Form number” on the Director’s Determination of Categories of Plumbing Work means the **application form** used for that category of work. For example:

- Form 3 is used for all applications for Permit Plumbing Work or Notifiable Plumbing Work.
- Form 80 is used for post construction notification of certain Low Risk Work.

Note that during the plumbing work process, certain other forms are also used, such as a Start Work application (Form 60) and Standard of Work (Form 71B). See the list below for more details.

All Approved Forms are available from: www.justice.tas.gov.au/building/building-and-plumbing/approved_forms

Commonly used forms

No.	Name of form	Completed by:	Sent to:	Example of use:
3	Application for Plumbing Permit - Certificate of likely compliance - Notice of Work	Applicant (owner, or the plumber if they are the owner’s agent) to make an application for either: <ul style="list-style-type: none"> • A Plumbing Permit • A Notice of Work (Notifiable Plumbing Work) 	Council Permit Authority	An application to perform any; <ul style="list-style-type: none"> • notifiable plumbing work; or • permit plumbing work
35	Certificate of Responsible Designer	The designer of the plumbing work: these people may include: <ul style="list-style-type: none"> • A plumber-practitioner-Certifier; or • A building services designer; or • Engineer- Building Services; or • Architect/ building designer 	Council Permit Authority (as part of an application for approval)	The designer of the plumbing work completes this Certificate and sends it with their design documents to the council for approval (with Form 3)

Commonly used forms

60	Start Work Notification and Authorisation - Plumbing Work	The plumber (seeking authorisation to start plumbing work)	Council Permit Authority (giving Authorisation to start plumbing work)	The plumber hired by the owner notifies that he/ she is ready to start the work on a certain day
71B	Standard of Work Certificate - Plumbing Work	The plumber	Council Permit Authority; and a copy to the owner	When the permit or notifiable plumbing work is completed the plumber is required to complete this certificate and send it to the permit authority
76B	Application for Extension of Duration of Plumbing Permit	The owner (or the plumber if the owner's agent)	Council Permit Authority	When permit work is likely to exceed the two year period, the applicant must seek an extension before their permit expires
80	Notification of Low Risk Work (Building or Plumbing)	The plumber	Council Permit Authority	A record of completed Low Risk Plumbing (for Category 2b work) is to notified to the council after its completion; such as "a repair of a testable backflow prevention device"

Approved Forms only used for particular types of plumbing work

No.	Name of form	Completed by:	Sent to:	Example of use:
6	Notice for Proposed Protection Work	<ul style="list-style-type: none"> • Owner or • Plumber (if the agent of the owner) 	<ul style="list-style-type: none"> • Adjoining owners; and • Council Permit Authority (submitted as part of an application for approval) 	Only if the <i>plumbing work</i> involves deep trenching or excavations that may affect the stability of adjacent buildings; (for deep groundworks usually the contracted builder will instead use this form). (Accompanies Form 3)
55	Certificate of Qualified Person - Assessable Item	<ul style="list-style-type: none"> • A specialist designer; or • An independent assessor of a design 	Council Permit Authority (submitted as part of an application for approval)	May be needed where a complex plumbing design is involved such as of an on-site wastewater treatment system. (Accompanies Form 3)
77	Notice for Emergency Work	The plumber who carried out emergency work	Council Permit Authority	Only when work to mitigate an emergency situation had to be performed; what was done is later reported to the council on this form.

Forms - For Council Permit Authority-Plumbing use ONLY

No.	Name of form	Completed by:	Sent to:	Example of use:
19	Certificate of Likely Compliance - Plumbing Work and Plumbing Permit	The Council's Permit Authority-Plumbing	The applicant (owner or plumber) for the Certificate of Likely Compliance or permit applied for	The council's assessment as part of its approval for any new: <ul style="list-style-type: none"> • notifiable work or • plumbing permit work
21	Certificate of Completion - Plumbing Work	The Council's Permit Authority-Plumbing	The applicant (owner or plumber)	A certificate that states all plumbing work that was approved is satisfactory and is completed
22	Plumbing Notice - Permit Authority	The Council's Permit Authority-Plumbing	<ul style="list-style-type: none"> • The owner; or • Plumber performing the work 	When council says that there may be an issue of non-compliance and you have to respond with an answer
23	Plumbing Order - Permit Authority	The Council's Permit Authority-Plumbing	<ul style="list-style-type: none"> • The owner; or • Plumber performing the work 	When council had decided that there is significant non-compliance and you are now ordered to rectify it as soon as possible
61	Notice of refusal of Start Work Application (Plumbing Work)	The Council's Permit Authority-Plumbing	Plumber who applied for authorisation	When the permit authority decides that work cannot start yet
64	Plumbing Inspection Direction	The Council's Permit Authority-Plumbing	Plumber performing the work	Problems found during an inspection of work that the plumber is required to fix as soon as possible