

GOVERNING LEGISLATION

This form is to be used for the purposes of sections 246BI and 246BR of the *Building Act 1975*. The Queensland Building and Construction Commission will consider the information in this form when deciding the suitability of a person applying for a licence or restoration.

PRIVACY NOTICE

The QBCC is collecting information to assess your application for a licence and for the purposes of administering the *Queensland Building and Construction Commission Act 1991* and to further its objects and any function given to it under another Act. The collection of information is authorised under the *Building Act 1975*. This information can be disclosed by the QBCC to another party with your consent or as authorised or required by law.

For further information, visit the Privacy Policy on the QBCC website at qbcc.qld.gov.au.

COMPLETING THIS FORM

- Use BLACK pen only
- Print clearly in BLOCK LETTERS
- DO NOT use correction fluid – cross out and initial amendments

Return your fully completed form and ALL required documents by

Post: GPO Box 5099 Brisbane QLD 4001
in person: [QBCC Service Centres](#) are listed on our website
Online: Lodge via [myqbcc](#)

1. PERSONAL DETAILS

Title Mr Mrs Miss Ms Other

Surname

First names

Business name

ABN

Postal address

State

Postcode

Home address

State

Postcode

Business phone

Home phone

Mobile

Date of birth

D D M M Y Y Y Y
/ /

Email

2. APPLICATION TYPE AND FEES

Renewal and application fees are set by the Building Regulation 2021. Please tick.

Initial licence application fee

this consists of an application fee and a licence fee

Licence restoration fee

this consists of an application fee and a licence fee



Refer to page 6 for the Pool Safety Inspectors schedule of fees

3. SERVICE AREAS (local government areas in which you intend to provide a service)

OFFICE
USE ONLY

CRN

Receipt amount

Licence number

Receipt amount

4. PROOF OF IDENTITY

Please provide a full colour certified copy of the one of the following.

Passport

Other (e.g. 18+ card)

Driver licence

5. ATTACHMENTS

Certificate of competency for approved training course (not required for licensed building certifiers).

Evidence of passing pool safety inspector test (not required for licensed building certifiers).

*Passport style photograph (see requirements on page 5).

6. DECLARATION - (your signature in section 9 confirms this declaration)

True False

I have not been convicted of an offence under the *Building Act 1975* or another relevant Act, such as an Act dealing with swimming pool safety, building or occupational licensing.

I have not been convicted of an offence that involves fraud or dishonesty.

I have not previously been refused a licence or had a licence suspended or cancelled, under the *Building Act 1975* or another Act.

I have not, under another Act, been disqualified from holding a licence under that Act.

I have not accumulated demerit points prescribed under the Building Regulation 2021 for section 246CG(2) (d) of the *Building Act 1975*.

I have not been involved in dealings where the standard of honesty and integrity exhibited was less than would be expected of a pool safety inspector.

If I have answered 'false' to any of the above, I provide the following explanatory information:

NOTE: It is not compulsory to answer this question. You may attach more information if necessary.

* Not compulsory, requests for cards submitted with no photo will be issued with a blank silhouette.

7. PROFESSIONAL INDEMNITY DECLARATION

Name of insured

Policy number

Current to D D M M Y Y Y Y
 / /

Insurer
underwriter

I am the insured or the principal of the insured company/business listed on the **Schedule of Insurance/Certificate of currency attached**. I have, or the company/business has, professional indemnity insurance that provides the following:

- a. A minimum limit of indemnity of: \$
(must be a minimum of \$1 million) for any one period of insurance that may arise from the performance by the pool safety inspector of a pool safety inspection function.
- b. An insurance period of M M Y Y Y Y M M Y Y Y Y
 / to /
- c. As well as the limit under a) above, cover for costs and expenses (not limited to an amount less than \$200,000) incurred with the consent of the insurer in defending or settling a claim.
- d. No exclusion or special limitation for personal injury or property damage provided that the claim arises from an actual or alleged breach of professional duty.
- e. No requirement for any particular disclaimer to be given by the pool safety inspector to the pool safety inspector's clients or customers before, during or after the performance of the pool safety inspection functions.
- f. Indemnity for breaches of professional duty as a pool safety inspector arising from an act, error or omission of the inspector after the day the inspector became a pool safety inspector.
- g. At least one automatic reinstatement of indemnity.
- h. Indemnity for negligent performance of a pool safety inspection function (other than for claims for fraudulent or illegal acts or omissions).
- i. Indemnity for former principals, partners and directors of the employer of the pool safety inspector who were but no longer are pool safety inspectors, and
- j. Provides cover for the following pool safety inspector/s listed under Schedule A below.

Signature of
insured party

Date D D M M Y Y Y Y
 / /

*Sole operator or principal of company/business.

SCHEDULE A (To be completed only where the insured is a company/business with nominated employee inspectors. Not for use by sole operators). **IDENTIFY POOL SAFETY INSPECTORS COVERED BY PROFESSIONAL INDEMNITY INSURANCE POLICY**

Pool safety inspector

Pool safety inspector

Pool safety inspector

Pool safety inspector

Pool safety inspector

8. ADDITIONAL REQUIREMENTS

Have you been known by any other names?

Yes

No

If you have ticked yes, you must provide full details of all previous names you have been known by.

9. DECLARATION BY THE APPLICANT

I declare:

- the information contained in, and accompanying, this form is true and correct
- I have read the Privacy Notice

Applicant's
signature

Date

D D M M Y Y Y Y
/ /

Name

10. PAYMENT OPTIONS

I will pay at a QBCC office when returning this form in person

Credit card



Name of card holder

Credit card number

Expiry Date

M M Y Y
/

Total Amount \$

The Commission's licence and application fees are exempt from GST

LICENCE PHOTOGRAPH GUIDELINES



Subject

- Eyes open and clearly visible
- Neutral expression
- Mouth closed
- Subject centred and facing the camera
- Whole face visible
- No hair or head covering across the face
- No glasses
- No smiling (sorry)
- Facial piercings, such as nose rings and studs, that are worn permanently by the subject, must not cause a reflection

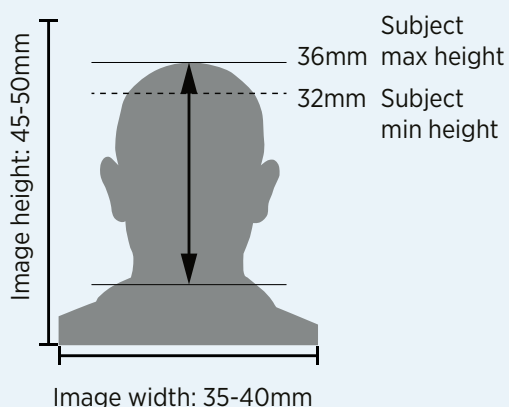
Lighting

- Even, shadowless lighting on the face
- White or light grey background preferable
- No shadows on background
- Light to ensure no red-eye

Editing

- Final image must be a true likeness of the subject
- No retouching of photographs permitted
- Adjust brightness/contrast only
- Moles, wrinkles, scars must not be removed
- Must not remove red-eye by editing

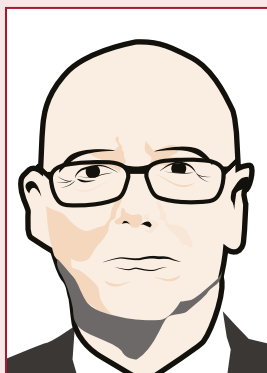
IMAGE SCALE AND SPECIFICATIONS



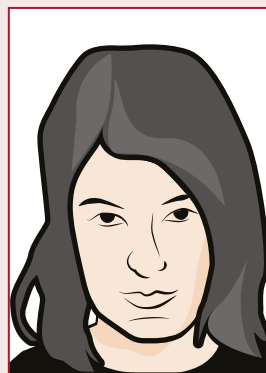
- Print size 35mm wide x 40 mm high
- If scanned image is provided - photo must be high resolution (min 300dpi/RGB) in JPEG, TIFF, PNG or PDF formats
- If you are unable to capture an image meeting the requested specifications, Australia Post offer a passport photo service. Please see the website for further information and where the service is available.



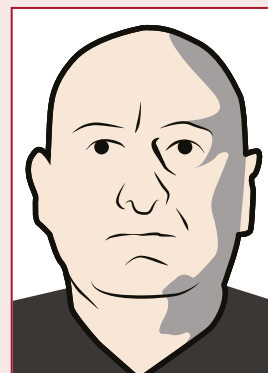
PLEASE NOTE THE FOLLOWING EXAMPLES REGARDING SUBJECTS AND IMAGERY WILL NOT BE ACCEPTED. PHOTOGRAPHS SHOULD FOLLOW THE GUIDELINES ABOVE.



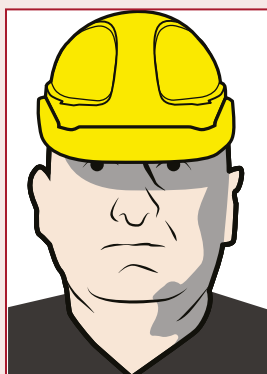
No glasses



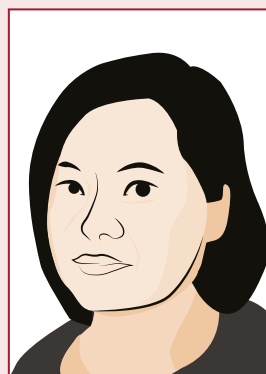
Head/chin must be up and directly looking in to the camera.



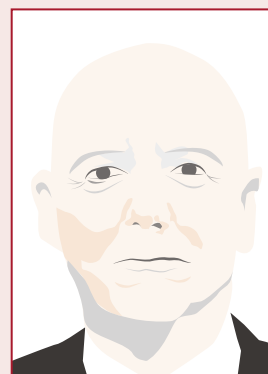
Face and background must be shadow free.



No hats or objects obstructing a clear view of the face.



NO SIDE PROFILES. IMAGE SHOULD BE TAKEN FRONT ON.



Do not overexpose the image. features must be clear and distinguishable at a glance

POOL SAFETY INSPECTORS

EFFECTIVE 1 JULY 2023 – 30 JUNE 2024

Fees pursuant to the *Building Act 1975* and Building Regulation 2021



Our fees and charges increase on 1 July each year. On 1 July 2023 our fees and charges were increased in line with legislative requirements. You can contact us to find out details about specific fees, charges or prices.

Fee for an identification number for a pool safety certificate (Act, s46AJ(3))	\$44.26
Fee to inspect the regulated pools register (Act, s246AT(1)(a))	Nil

FEE FOR A PAPER COPY OF INFORMATION HELD IN THE REGULATED POOLS REGISTER (Act, S246AT(1)(B))

(a) For the first page	\$7.16
(b) For each additional page	\$3.02

LICENSING AS A POOL SAFETY INSPECTOR (Act, S246BI(1)(C))

(a) Application fee	\$444.09
(b) Licence fee	\$221.38
COMBINED FEE	\$665.47

RENEWAL OF A POOL SAFETY INSPECTOR'S LICENCE (Act, s246BN(3))

(a) Renewal fee	\$221.38
(b) Licence fee	\$111.46

RESTORATION OF A POOL SAFETY INSPECTOR'S LICENCE (Act, s246BR(2)(c))

(a) Restoration fee	\$444.09
(b) Licence fee	\$221.38

COMBINED FEE **\$665.47**

Fee for replacement of a pool safety inspector's licence (Act, s246CE(2)(b))	\$74.20
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Need more information

Call QBCC on 139 333, visit our website qbcc.qld.gov.au or your local QBCC Customer Service Centre.