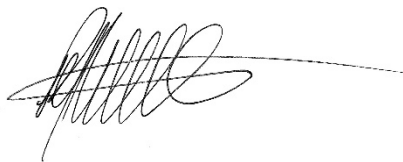


Occupational Licensing (Administrator's Assessments – Plumbing) Determination 2024

I, Ross Smith, in my capacity as Administrator of Occupational Licensing, and acting pursuant to section 31(1) of the *Occupational Licensing Act 2005*, hereby make the following Determination:

Determination title	Occupational Licensing (Administrator's Assessments – Plumbing) Determination 2024
Description	This Determination sets out the requirement for the demonstration of competence of persons applying for any class of plumbing licence.
Version	Version 1
Application	This Determination applies from the date of its notification in the Gazette until its amendment or revocation.
Date of Administrator's approval	31 July 2024
Commencement date	This Determination took effect from the date of notification in the Gazette.



Ross Smith
Administrator of Occupational Licensing
Consumer, Building and Occupational Services
Department of Justice

1. Interpretation

Act means the *Occupational Licensing Act 2005*

Administrator has the same meaning as in the *Occupational Licensing Act 2005*

Applicant means a person making an application for a licence to perform prescribed plumbing work under the *Occupational Licensing Act 2005*

Approved means accepted by the Administrator

Assessment means a process using one or more methods or tools to determine the level of competence of a person

Australian Qualifications Framework (AQF) means the national policy of that name for accredited qualifications in Australian education and training (including addenda to that policy added from time to time) that –

- (a) defines qualifications recognised nationally in education and training undertaken within Australia; and
- (b) is endorsed and published by the Australian Qualifications Framework Council; and
- (c) took effect on 1 July 2011 –

as amended or substituted from time to time;

Competence means a level of expertise that a person has acquired, through training, qualification, or experience, that enable the person to perform the prescribed work to a required standard and in a safe manner.

Educational qualification means a qualification required of a person for approval by a Commonwealth, State/Territory authority or statutory entity to undertake teaching and assessment within an RTO or higher education setting.

Nominated manager means a person who is named in a licence or a notice under section 26 of the Act as a nominated manager.

Prescribed work means any work that is –

- (a) described under Part 3 of Schedule 2 in the Act; and
- (b) determined by regulations made and in force under the Act to be prescribed work; and
- (c) not excluded from the application of the Act by the regulations made and in force under the Act.

Registered Training Organisation (RTO) means a registered training organisation within the meaning of the [*National Vocational Education and Training Regulator Act 2011*](#) of the Commonwealth.

2. Demonstration of Competence

The Administrator may require an applicant for any class of plumbing licence to undertake an independent assessment for the purposes of verifying competence.

An assessment may be required in one or more of the following circumstances:

- (a) To verify the competence of a certifier applicant to perform the duties of a Nominated Manager.
- (b) To verify the competence of a person making an application for any class of plumbing licence.

3. Administrator's Assessments

An assessment required by the Administrator may include any or all of the following formats:

- (a) A written examination approved by the Administrator.
- (b) A practical demonstration of skills in a manner approved by the Administrator.
- (c) An interview conducted before an authorised officer appointed under section 16 of the Act.

The content of an approved assessment must be:

- (a) Aligned with an AQF level relevant to the determined qualification required for a specific class of plumbing licence.
- (b) Pre-moderated by an approved and vocationally relevant technical expert.

To maintain document integrity, an assessment will only be provided to the person conducting the assessment and the person undertaking the assessment immediately prior to the assessment.

4. Person Conducting an Assessment

A person conducting an assessment described in subsection 3(a)(b), must be approved by the Administrator. Approval will be considered if the person holds:

- (a) An educational qualification at a minimum AQF Level 5 or higher; and
- (b) A plumbing or hydraulic services design qualification at a minimum AQF Level 4 or higher.

All persons conducting assessments must be engaged to conduct the assessment by an RTO or education facility approved by the Administrator.

5. Location of Assessment

An assessment must take place within premises occupied by an RTO or education provider approved by the Administrator.

6. Outcome of an Assessment

Where a person is unable to demonstrate competence through an assessment, the Administrator may refuse the licence in accordance with sections 34(1)(b)(ii) and 37(1)(b)(ii) of the Act.

Document Development History

Version	Application Date	Sections amended
1.0	17 July 2024	Initial Determination (office use only DOC/24/22107)