



# The Australian Society of Building Consultants

Incorporated. Registration of Incorporation Y 18051-33 in N.S.W. A.B.N. 87-546-876-220.

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## APPLICATION FOR NEW MEMBERSHIP - INDIVIDUAL

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### About The ASBC NSW Chapter

The Australian Society of Building Consultants, NSW Chapter, was inaugurated in 1992, and since that time has evolved into the leading independent Professional Organisation for Building Consultant Professionals.

In 1992 the Founding Members recognised the need for an independent organisation that understood the needs of Building Consultant Professionals. The Founding Members set out to provide a forum where Building Consultant Professionals could discuss issues of education at a senior level and where Members could obtain guidance from specialists working in their particular fields of expertise.

These forums continue along with presentations at our bi-monthly meetings that regularly include specialist presenters in relevant Consultancy disciplines such as Architecture, Arbitration, Adjudication, Coatings, Electrical, Engineering, Fire Services, Glazing, Law, Litigation Support, Mediation, Pest Control and Waterproofing.

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### ASBC MISSION STATEMENT

- To be the leading Professional body providing a high level of services to its members reflecting its ideals for CPD standards & Member ethics.
- To foster industry and community recognition of the high Professional Standards of Business and building practice professionalism of ASBC NSW Members.
- To encourage participation in Education, Training & Qualifications programs to ensure that ASBC NSW Members are perceived as industry leaders in the Building Consultant Profession.
- To inform appropriate professional bodies, associations, firms and people in the community from time to time about the range of services provided by ASBC NSW Members.
- To encourage members that when providing Professional opinions or advice, to ensure that the opinions or advice provided is well informed and without partiality or bias.
- To provide a forum within which Building Consultant Professionals may meet, discuss and promote matters of interest to Building Consultant Professionals.



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## APPLICATION FOR NEW MEMBERSHIP

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### **Membership:**

Individuals applying for Membership as an ASBC NSW Consultant shall have their application considered by the Executive Committee in accordance with the Individuals qualifications and industry experience.

Membership of the Australian Society of Building Consultants NSW will only be available on an individual basis and will not be transferable.

Membership will be subject to an assessment of the Executive Committee, and, in some circumstances the Applicant may be required to sit for an interview with the Executive Committee to determine the Applicant's suitability as an ASBC NSW Member.

A Continuing Professional Development program is conducted to ensure members keep abreast of new technology, industry reform, Standards & regulations.

### **Applications for Individual Membership must:**

- Be made on the prescribed application form.
- Be proposed and seconded by current and financial members.
- Include a current detailed curriculum vitae.
- Include details of two referees from suitably appropriate persons.
- Include two written references.
- Include copy of trade certificate(s)
- Include two typical reports prepared by the applicant for each field of expertise applied for.
- Include copy of Professional Indemnity insurance details, including policy Schedule.
- Include the completed Declaration.
- A non-refundable application fee of \$50.
- \$200 Joining Fee applies upon acceptance of application.
- **\$665** Pro-rata yearly individual membership fee payable upon acceptance of application.

### **Supplementary Strata Inspector Panel Membership:**

- New Strata Inspector Panel members must attend an induction workshop prior to submitting a SIP Application.
- Yearly Strata Inspector Panel membership fee **\$750**.

### **Membership Criteria:**

An applicant for Membership of the Australian Society of Building Consultants Inc, NSW must be a person of good character and must agree to abide by the Rules, By-Laws & Code of Ethics of the ASBC NSW.



# **The Australian Society of Building Consultants**

## **APPLICATION FOR NEW MEMBERSHIP**

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### **APPLICATION FOR MEMBERSHIP**

An applicant for Membership of the Australian Society of Building Consultants Inc, NSW must agree to indemnify the ASBC NSW of any action arising out of comments or advice provided by the individual consultant.

**The Australian Society of Building Consultants, NSW, provides the following categories of Membership:**

**Associate Member:**

- A minimum of 5 years experience in the building construction industry.
- A minimum of 1 years experience in a consulting capacity within the building & construction industry.
- Have tertiary qualifications deemed to be suitable by the Executive Committee.

**Member:**

- Have a minimum of 10 years experience in the building & construction industry or other allied industry, approved by the Executive Committee.
- Alternatively to the above, the applicant is to have held a responsible and/or professional position within the building industry for a least 5 years, approved by the Executive Committee
- In addition to one of the above, the applicant must have been practising as a Consultant in the building industry or other allied approved industry deemed suitable by the Executive Committee, for a minimum of 5 years.
- Where an applicant satisfies the above criteria but in a specialist area other than building consulting, the applicant may be granted membership status in the specialist category of their particular area of expertise.
- Hold the membership category of 'Associate' for one year.

**Fellow:**

- The following in addition to the Member criteria
- Have a minimum 15 years post trade, licence or Degree experience in the building & construction industry or other allied field of expertise.
- Have a minimum of 10 years verifiable experience in a consulting capacity within the Building Consultant Profession.
- Be able to demonstrate to the ASBC NSW Committee that the Consultant's experience covers a wide range of expertise of a defined specialist technical area deemed to be suitable by the Executive Committee.
- Hold financial membership of the ASBC NSW for 10 consecutive years or 5 years of service on the Executive Committee, where the consultant has attended 60% of the Societies general meetings.



# The Australian Society of Building Consultants

## APPLICATION FOR NEW MEMBERSHIP

### SECTION -1: APPLICANT DETAILS

Date of Application: \_\_\_\_\_

Surname: \_\_\_\_\_ Given Name(s): \_\_\_\_\_

### BUSINESS DETAILS:

Business Name: \_\_\_\_\_ ABN No: \_\_\_\_\_

Business Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Email: \_\_\_\_\_

Do you have a NSW Builder Licence? ☐ Yes ☐ No Licence No: \_\_\_\_\_

**\*Qualifications & Experience:** (Note: A Justice of the Peace or Solicitor must witness all copies of qualifications)

What are your formal qualifications/field of expertise:

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How many years experience do you have in the building/construction industry: \_\_\_\_\_

Total years you have been practising as a building consultant: \_\_\_\_\_

Are you a member of an association: ☐ Yes ☐ No Association: \_\_\_\_\_

Category of Membership: \_\_\_\_\_ Years as a Member: \_\_\_\_\_

Have you had any legal action taken against you as a result of your advice or in respect of any report or service you have provided: ☐ Yes ☐ No (If yes, please provide details below)

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Have you had any disciplinary action taken against you in your building or professional capacity?

☐ Yes ☐ No (If yes, please provide details below)

Do you have any current claims against you in your building or professional capacity? ☐ Yes ☐ No  
(If yes, please provide details below)

Have you ever been excluded from any other organisation? ☐ Yes ☐ No  
(If yes, please provide details below)



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### SECTION - 2: PROFESSIONAL INDEMNITY INSURANCE DETAILS

Name of Insurer: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Policy expiry date: \_\_\_\_\_

Limit of indemnity: \_\_\_\_\_ Excess: \_\_\_\_\_

(A copy of your Certificate of Insurance & Policy Schedule must accompany this application. **(Min cover \$1,000,000 in aggregate)**)

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### **SECTION - 3: REFEREES**

Applicants are required to provide details of two professional referees. References should be obtained from persons of good standing within the community who are not related to the applicant (these could include lawyers or other building consultants)

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_ Mobile: \_\_\_\_\_

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_ Mobile: \_\_\_\_\_

#### **\* Curriculum Vitae:**

Please attach a current detailed curriculum vitae.



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### **SECTION - 4: AREAS OF EXPERTISE**

**Note:** To be registered in the areas of expertise chosen, the applicant will be required to provide documentary evidence of relevant qualifications, degrees, written reports etc.

#### **Instructions:**

**Please tick the relevant area(s) of expertise for each field you wish to apply for. Attach documentary evidence to this application.**

#### **General Building & Inspection Services**

- ☐ Pre-Purchase Inspections
- ☐ General Defect Inspections
- ☐ Dilapidation Reports
- ☐ Maintenance Reports
- ☐ Insurance Reports
- ☐ Strata Inspection Reports
- ☐ SBBIS Building Inspector
- ☐ Private Certifying Authority
- ☐ Swimming Pool Barrier Inspector
- ☐ Construction Progress Reports
- ☐ Contract Administration
- ☐ Project Management

#### **Legal & Dispute Resolution**

- ☐ Arbitration
- ☐ Mediation
- ☐ Adjudication
- ☐ Litigation Support
- ☐ Expert Witness Reports

#### **Professional Design & Consultancy**

- ☐ Architect
- ☐ Engineer – Civil / Structural
- ☐ Façade Engineer / Specialist
- ☐ BASIX / Sustainability Consultant
- ☐ Energy Efficiency Assessor
- ☐ Paint / Coatings Specialist
- ☐ Hydraulics Specialist
- ☐ Fire Services Consultant
- ☐ Geotechnical Engineer

#### **Specialised Trade-Based Inspections**

- ☐ Roofing Specialist
- ☐ Waterproofing Specialist
- ☐ Slip Resistance / Floor Safety Specialist
- ☐ Pest Inspector
- ☐ Asbestos Inspector
- ☐ Mould and Indoor Air Quality Inspector
- ☐ Work Health & Safety

 **Other (Please Specify):**

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### **DECLARATION** (to be completed by all Applicants)

I, Name \_\_\_\_\_ hereby apply for Membership to the Australian Society of Building Consultants, Incorporated NSW, and request that the Membership Panel assess my application based on the information that I have provided.

I declare that the information I have provided in support of my Application for Membership is true and correct and I understand that my application will be assessed on this basis. I authorise the Executive Committee to make all appropriate and necessary inquiries in regard to my application.

If I am eligible for Membership, I agree to be bound by the Rules, By-Laws and Code of Ethics of the ASBC NSW.

I understand that the information I have provided in support of my application will remain strictly confidential.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Proposer: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Seconder: \_\_\_\_\_ Date: \_\_\_\_\_





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### **CHECK LIST** (tick once attached)

I have attached the following documents to my application:

- ☐ Copy of PI Insurance & Schedule
- ☐ 2 x written references
- ☐ Copy of trade certificate(s)
- ☐ CV
- ☐ 2 x Reports for each field applied for
- ☐ Receipt for Non Refundable application fee of \$50 paid into account:  
**ACC Name: ASBC**  
**BSB: 032 055 (Westpac)**  
**ACC: 190 186**  
**Ref: Applicants Name**

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### **OFFICE USE ONLY**

Date Application Received: \_\_\_\_\_

Fee Received: \_\_\_\_\_

Information Complete: ☐ Yes / ☐ No

Further info request: \_\_\_\_\_

Further info Received: \_\_\_\_\_

Submitted for Assessment: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

Interview req: ☐ Yes / ☐ No

Date Approved: \_\_\_\_\_

Membership No: \_\_\_\_\_