

## Release of Plumber's Insurance Details to Site Owners / Occupiers Guideline

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The purpose of this Guideline is to provide information regarding the VBA's approach to releasing a plumber's insurance details to site owners / occupiers in relation to defective plumbing works.

The VBA will only release a plumber's insurance details to site owners / occupiers in the following circumstances:

1. Where the VBA has identified non-compliant plumbing work and has issued a rectification notice in relation to those works; and
2. The rectification notice has not been complied with and the plumber has been given all reasonable opportunities to comply with the rectification notice; or
3. The VBA determines that the rectification notice cannot be complied with due to cancellation of the plumber's registration / license, death of the plumber or the plumber is unable to be located.

Prior to releasing insurance details to the site owner, the VBA will make all reasonable efforts to advise the plumber that his or her insurance details are to be released to the site owner.

The insurance details released by the VBA will be in writing to the site owner / occupier and include the following information:

Confirmation of the full name of the plumber  
Name of insurer  
Policy number (where known)

**Requests for access to a plumber's insurance details in all other circumstances should be made via the VBA Freedom of Information process.**

Want to know more?  
Call us on 1300 815 127.

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