

DEMOLISHER

- (UNLIMITED)
- (MEDIUM RISE)
- (LOW RISE)

Technical Referee Report

This report must be completed by the referee and accompanies the demolisher (unlimited, medium, low-rise) registration application form.



To be a referee you should be a registered demolisher (unlimited) or be registered in the class of building work for which the applicant is applying. You must have directly supervised the applicant carrying out the work listed in the reference.



Use this form to tell us about demolition work that the applicant carried out under your supervision.



The VBA uses your referee report to help determine whether an applicant should be registered as a building practitioner. We may contact you to confirm the information in this reference.

PART A

ABOUT YOU (THE TECHNICAL REFEREE)

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other _____

First name Middle name Surname Date of birth / /

Your registration number Your contact number

If you are not a registered building practitioner, were you the applicant's: ☐ Site supervisor ☐ Construction manager

Your email address

PART B

EMPLOYER DETAILS

Name of company that employed the applicant during supervision period

ABN

Address

Street no. and name Suburb State Postcode

Employer contact number Employer email address

PART C

APPLICANT DETAILS (FOR WHOM YOU ARE PROVIDING THIS REPORT)

First name

Surname

PART D

EXPERIENCE

Supervised demolition experience (for up to three projects)

Please complete detail for the applicant's demolition project experience that you supervised.

	Project site address	Applicant's role (e.g. Project manager, Supervisor, Subcontractor, or other)	Period of supervision: From – To (mm/yyyy)
			From To
Project 1	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Project 2	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Project 3	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Explanation of terms

Carried out

Is the actual hands on carrying out of a particular component of demolition work and includes when the applicant was solely responsible for that component of demolition work.

Managed

Is when the applicant managed the carrying out of a particular component of demolition work. In this case they were not involved in the actual carrying out of that component other than engaging a competent practitioner to do so, however they were responsible for the quality and compliance of that component of work.

Please indicate the components of demolition work that the applicant either carried out or managed under your supervision (may be one project only).

Did you assist, or manage any of the following components of demolition work per project?

Component of demolition work

Project 1		Project 2		Project 3	
Assisted	Managed	Assisted	Managed	Assisted	Managed

Area of Experience (AoE) 1 – Apply for a building permit for the work

Applied for, obtained and complied with a permit to demolish a building

Prepared an application to obtain a Section 29A report and consent (e.g. council)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Did you assist, or manage any of the following components of demolition work per project?

Component of demolition work		Project 1		Project 2		Project 3	
		Assisted	Managed	Assisted	Managed	Assisted	Managed
Preliminary work cont'd	Area of Experience (AoE) 2 – Enter into and administer appropriate contracts and insurances						
	Administered contracts on behalf of a registered building practitioner						
	Drafted contracts for demolition work to be undertaken by a registered building practitioner						
	Prepared a work plan documenting precautions to be implemented and procedures for undertaking the demolition work						
	Area of Experience (AoE) 3 – Produce cost estimates and apply business financial management skills						
	Prepared demolition quotes						
	Liaised with client and others to scope the work						
	Liaised with potential suppliers of related services						
	Obtained quotations from suppliers of related services						
	Area of Experience (AoE) 4 – Plan and provide on-site supervision and engage relevant trades						
	Undertook site visits to scope the size and nature of demolition work required, and to identify potential hazards						
	Identified services, and located and arranged for the abolishment of services						
	Held site inductions and safety toolbox meetings						
	Understood the need to investigate sites for other contaminants						
	Investigated the site for underground tanks and arranged for their safe removal						
	Engaged specialist trades to carry out demolition/removal work, eg. asbestos removalist						
Site supervision	Area of Experience (AoE) 5 – Ensure works are planned and conducted safely						
	Provided for medical attention in the case of serious injury						
	Ensured compressors, jackhammers and other pneumatic tools were properly maintained and fully serviceable						
	Ensured workers used correct Personal Protective Equipment (PPE) (e.g. hearing protection, breathing masks etc.)						
	Confirmed arrangement of adequate fall protection						
	Identify suite and work related hazards and developed measures to control risks (produced SWMS documents)						

Did you assist, or manage any of the following components of demolition work per project?

Component of demolition work

	Project 1		Project 2		Project 3	
	Assisted	Managed	Assisted	Managed	Assisted	Managed
Site supervision cont'd	Area of Experience (AoE) 5 – Ensure works are planned and conducted safely cont'd					
	Arranged and managed traffic management for demolition sites					
	Managed de-watering and dust suppression on demolition sites					
	Erected appropriate hoardings, gantries and overhead protection barriers to protect the public and the personnel on site					
	Established appropriate 'drop zones'					
Demolition & below ground	Arrange for building structure to be cleared of asbestos containing materials (ACM) before demolition work					
	Area of Experience (AoE) 6 – Demolition work you have carried out					
	Used tools appropriate for manual demolition					
	Understood the standard construction types or methods used for buildings up to two storeys					
	Identified and arranged for the safe and legal disposal of hazardous and asbestos containing materials					
	Safely salvage identified materials, fixtures or fittings from demolition projects					
	Identified, sorted and arranged for the transfer of materials for recycling and/or landfill					
	Used the started (excavator) attachments normally associated with demolition					
	Used the support systems normally encountered in domestic and commercial construction					
	Managed Protection Works to protect assets for adjoining properties					
	Arranged Dilapidation Reports for adjoining properties					
	Understood the standard construction types or methods used for buildings up to 5 storeys					
	Understood the standard construction types or methods used for buildings above 5 storeys in height					
	Demolition or part dismantling of buildings and structures including special buildings(Unlimited)					
	Demolition or part dismantling of buildings and structures, (other than special buildings) up to 5 stories in height (Medium Rise)					
	Demolition or part dismantling of buildings and structures, (other than special buildings) up to 2 stories in height (Low Rise)					

PART E

REFEREE DECLARATION



The information provided in this form must be true and correct. It is an offence under section 246 of the *Building Act 1993* to give false or misleading information in relation to an application for registration, and this offence carries a maximum penalty of 120 penalty units.

To see how the VBA uses and discloses your personal information view the full [VBA Privacy Policy](#).

- ☐ I declare that the information contained in this form is true and correct to the best of my knowledge.
- ☐ I understand that the VBA may make enquiries to verify the information I have provided, and I consent for this information to be shared with any other third party for that purpose.

Referee name

Referee signature:

Date of signature:

 / /