



Understanding the Language of Building Control

The "Getting Started" Series comes under the Fundamental category of the Training Academy's catalogue of courses. Focus is on entry level concepts where the Fundamentals are invaluable to those new to the Building Act and Code.

An interactive course for Builders who wish to:

- learn the basics of building controls
- make their life easier when it comes to inspections.
- help educate their clients on what they can and cannot do.
- keep their LBP Cert.
- avoid costly mistakes.
- become more productive and more competitive.

Course Description

To understand the regulatory environment of the building construction industry. This includes understanding of the purposes of:

- The Building Act and Building Code
- Code compliance documents
- Building-related legislation
- Local regulatory requirements
- Building and resource consent processes.

Training Level
Entry Level

Full Investment
NZD\$399.00 incl GST

Course duration
1 day

Commences at
8.00 am
Finishes at
4.00 pm

LBP Points Allocation
6



Tutors

John Tait
Spect8 Ltd

Len Clapham

Tony Conder

2010 PUBLIC SCHEDULE TRAINING

2010 Locations and Dates	
Auckland	TBC 2010

Our public schedule courses are open to all building industry personnel, or anyone with an interest in building control topics.

Register your interest for additional Public Schedule courses to be delivered in your region by emailing us at training@boinz.org.nz

COURSE REGISTRATION FORM

COURSE INFORMATION

Course Name: **Understanding the Language of Building Control**

Course Date & Course Location: (Please tick one)

Auckland	TBC 2010 <input type="checkbox"/>
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COURSE ATTENDEE/S (Please provide details of the person(s) attending the course outlined above)

Organisation:

Postal Address:

Fax:

Name:	Email:	Phone:	Investment NZD\$399.00 inc gst
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

MANAGER'S CONTACT DETAILS

Name:

Position:

Email:

Phone:

PAYMENT METHOD

Send an invoice (no invoice will be produced without an order number)

Order No. :

Cheque will follow: **Payable to the "Building Officials Institute of NZ"**

Credit Card No:

Expiry Date:

Card Security Code:(Card Security Code (CSC) is a 3 or 4 digit number that appears on the back of your credit card)

Cardholder Name:

Signature:

Direct Credit to: BOINZ – Westpac, Lambton Quay, Wellington – 03 0502 0067694 000

(Receipts available upon request)

Training Academy
PO Box 11424, Manners Street, Wellington 6142
Fax (04) 473 6004 or email events@boinz.org.nz
Event enquiries should be directed to events@boinz.org.nz or phone (04) 473 6005

All registrations will be acknowledged in writing within 7 days of receipt.

If minimum numbers are not reached, the Institute reserves the right to cancel or postpone any training event.

TERMS AND CONDITIONS

CONFIRMATION POLICY

All registrations will be acknowledged in writing within 7 days of receipt.

At no later than 3 weeks prior to the course start date an email confirming either your position on the course, together with all relevant information regarding the course or an update on the status of the course will be sent to you.

Please include a suitable email contact address for this confirmation to be sent.

MINIMUM NUMBER POLICY

All Training Academy events require minimum numbers of attendees to be registered at a given location at least 20 days prior to the event. If minimum numbers are not reached by this date, a generic email will be sent giving notice of its pending cancellation. If minimum numbers are still not reached after one week and the event is cancelled, potential attendees will be advised of this and options available at alternative locations (particularly for road show type events).

REFUND POLICY

Should a participant need to cancel their attendance prior to an event for which they have a confirmed registration; notice of this must be received in writing to the Training Academy office. A 25% administration fee will be deducted or, alternatively, a substitute attendee can attend in their place. There will be no refund for any cancellation made within 24 hours of the event or a "no show" on the day.

TRAVEL & ACCOMMODATION

If booking travel and accommodation to attend a course, it is important that you book travel and accommodation that can be refunded or transferred in the event of postponement or cancellation. The Training Academy will not be held responsible for any costs incurred.

SPECIAL REQUIREMENTS

Please advise of any special requirements when registering for an Institute event i.e. dietary, wheelchair access etc.

MONEY BACK GUARANTEE

In 2010 the Training Academy is offering a "Money Back" guarantee. This is because we are passionate about providing top quality education and we have worked very hard to develop 'best in class' courses, we want to stand by their content.

The Money Back Guarantee is at the discretion of the Building Officials Institute of New Zealand and will be decided on a case-by-case basis.

The conditions surrounding this initiative:

- An Evaluation Form must be completed at the conclusion of the course in question and should include contact details, i.e. name, company, telephone and email
- Each request needs to be supported by a senior manager's letter of support and a completed request form.
- The request for 'money back' must be received at the Institute's Head Office no later than five (5) working days after the conclusion of the course
- Requests should include reasons for dissatisfaction and completed on the Request Form.
- Once a decision has been made no correspondence will be entered into.

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