



NZIBS
**Education Centre for
Technical Distinction**

CORE MODULE Training Programme 2018

NZIBS Diploma in
BUILDING SURVEYING
ISO9001:2008

NZIBS Certificate in
**RESIDENTIAL PROPERTY
INSPECTIONS**
ISO9001:2008



New Zealand
Institute of
**BUILDING
SURVEYORS**

www.buildingsurveyors.co.nz



Introduction

The New Zealand Institute of Building Surveyors Inc. (NZIBS) is a national body of skilled, professional building consultants who have extensive knowledge and experience in construction and building related matters.

The Institute was started in 1994 and has Registered Members up and down the country. Our members work closely with other professionals within related organisations including central and local Government, the Construction Industry Council (CIC), Building Research Association of New Zealand (BRANZ), Architects (NZIA), and Architectural Designers, Quantity Surveyors, Engineers and Builders.

In the United Kingdom this is a tertiary qualified profession. Over recent years surveyors from the United Kingdom have immigrated to New Zealand, to take up this profession within NZ, which required some re-training around NZ building practices and its regulation.

NZIBS has over 200 members and this is growing rapidly. The Tertiary sector is now recognising the need for this profession in New Zealand. Tertiary institutions over the next few years are looking to launch a new degree programme specific to the Building Surveying profession.

Since around year 2001, following the widely publicised 'Leaky Building' problems in NZ our members have been in great demand. Our members are well known to the legal profession and many members have acted as experts' in a very large proportion of 'leaky' and other building defect cases. Our members have been at the forefront of getting these damaged buildings remediated.

The industry knows of the skills shortage issues around achieving good building standards and NZIBS members are engaged to assess and report on many issues related to standards in construction and the condition of property.



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PART ONE

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What does a Registered Building Surveyor do?

Provide Expert Advice on property and construction related matters. Registered Building Surveyors are experienced in acting as independent and impartial experts that provide advice and reports for many different requirements.

A Registered Building Surveyor can be experienced in the following work areas;

Investigation and Reporting

Over the last 10 years or so, “leaky homes” have received a great deal of publicity. Our Registered Members have developed considerable expertise in the investigation and reporting on “weathertightness” related failures in domestic buildings. Investigating and reporting on less common building failures and commercial buildings (especially high rise) involves more specialised disciplines which a number of our Registered Members have experience in.

Other forms of investigation and reporting a Registered Building Surveyor may undertake include:

- Building defect or building failure investigation and reporting.
- Inspection and premises condition reporting, prior to purchase, for disposal or for leasehold requirements.
- Interpretation and reporting on construction compliance issues.
- Condition inspections and reporting for short or long term maintenance planning requirements.

Pre Purchase Inspection Reports

Registered Building Surveyors can provide a prospective purchaser with knowledge about the current condition of a dwelling and what to expect in terms of significant defects, significant maintenance and other factors such as any gradual deterioration. This reporting can be part of an overall due diligence assessment of any proposed purchase.

Remediation

If you are thinking of partly or fully recladding your house, either because you suspect (or know) there are problems with the existing cladding, or because the market has severely devalued your house merely because of the type of cladding, the Registered members that are remediation specialists will be able to advise you on what is involved to complete a compliant repair. Alternatively, if you have building defects that need repair and need firstly to understand the problem before a repair solution is found, a Registered member can assess this and offer an appropriate repair recommendation and design the repair solution.



What does a Registered Building Surveyor do?

Contract Administration

Find a Registered member to administer your construction contract, ensuring that an appropriate design, contract form and procurement is found and who will then be able to assess demands for payment are appropriately dealt with, variations to the contract are handled efficiently and the contract is satisfactorily completed.

Dilapidation (Lease Reinstatement) Reports

Many registered members provide schedules of condition of premises at lease commencement (see below). However when no such schedule is prepared there is still an obligation on a Lessee (and Landlord) at lease termination. A dilapidation report schedule may be prepared by a Registered member during the life of a lease confirming the details of wants of required repairs/make good or maintenance that the tenant (or landlord) has under the terms of their lease. Such specialist reports can advise a Lessee or Landlord of potential dilapidation liabilities and cost estimates; and/or aid in understanding or minimising financial exposure during a lease, when considering lease renewal or, more typically, at lease termination.

Schedule of Condition Reports

These are prepared for either the Tenant or Landlord of commercial premises at the commencement of a lease to identify legal obligations and to record the condition of the property. The purpose of the report is to record the condition to enable an understanding of the level of reinstatement considered necessary at the end of a lease, intended to protect parties from unwarranted reinstatement claims. These Reports can also be prepared prior to commencement of development works to adjoining structures to document the condition of an adjacent or nearby property, which help to minimise neighbourly disputes around the possible effects of development or infrastructure works. In the event that a dispute occurs over damage, which becomes apparent during or after completion of works then the report may be used as evidence to either support or to refute any claim.

Dispute Resolution

Within the Institute you will find members with significant experience as arbitrators, mediators and "expert witnesses" in construction disputes. These three roles all require the member to be impartial and independent, in contrast to a lawyer who is generally engaged to be the client's advocate.



What does a Registered Building Surveyor do?

Building Technology and Construction

This includes providing advice on the performance of building materials and systems, their selection, usage, assembly, anticipated life span, repair and the effects of natural elements. This can include the creation or reviewing of construction documentation to avoid or identify potential design deficiencies and avoid buildability problems later.

Building Maintenance Reports

These can be long-term or planned maintenance reports assessing the present condition of the internal and external building fabric of a commercial or residential property, together with its infrastructure. In addition advice could be provided on the life expectancy of each element and reflecting on aged conditions, as relevant, to put together a annual or longer term maintenance plan and for a sinking fund to be confirmed. This is particularly relevant for Bodies Corporate working under the Unit Titles Act 2010.

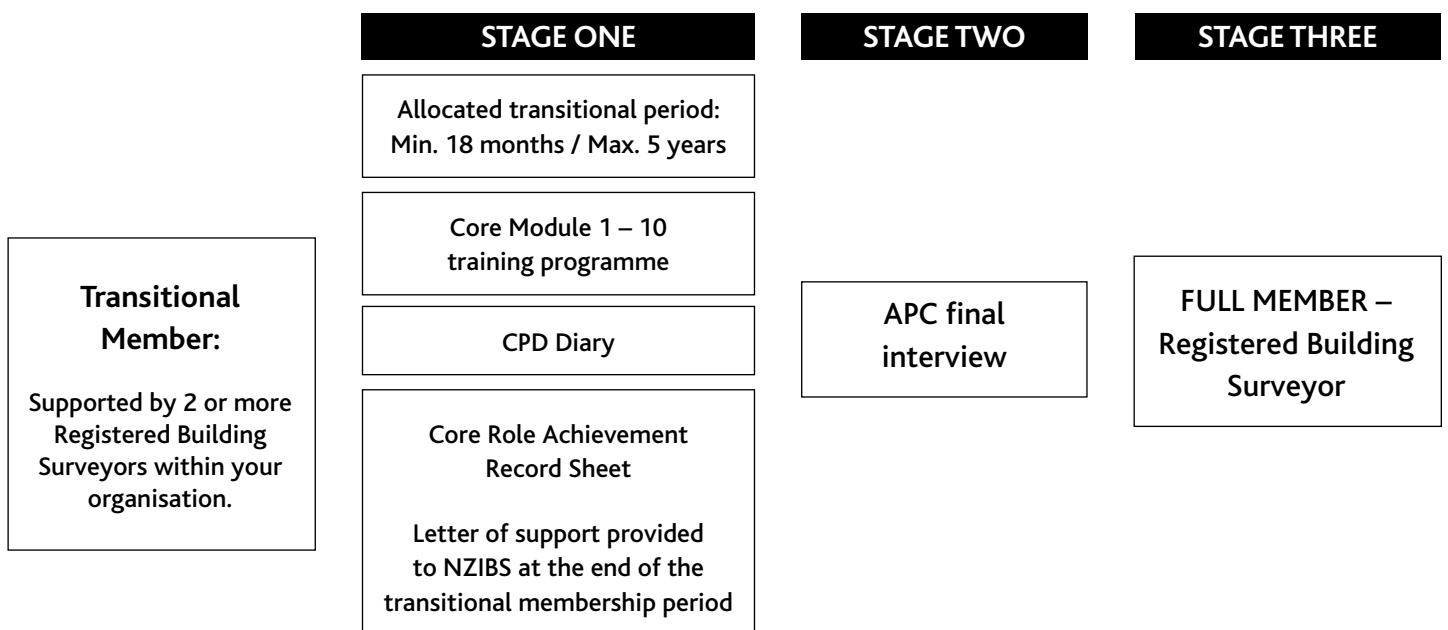
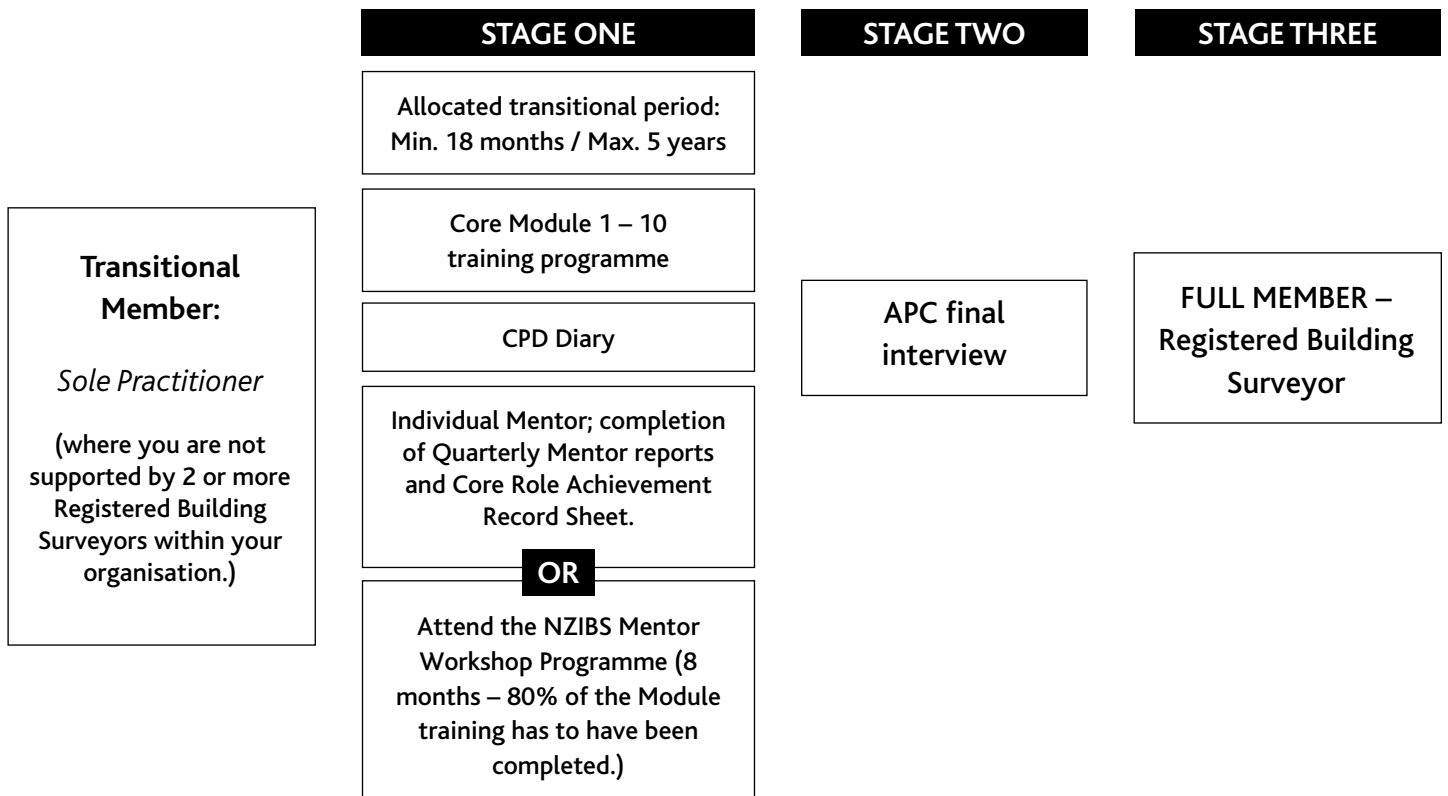
Insurance Assessment and Reinstatement

Registered Building Surveyors can assist insurance companies in providing impartial expert advice relating to property-related insurance claims to determine the likely causes of the damage due to either – insured events; lack of maintenance; defective construction; or poor workmanship.



Join the NZIBS Institute while you study?

NZIBS Career Pathway to becoming a Registered Building Surveyor.





Join the NZIBS Institute while you study?

NZIBS CAREER PATHWAY

Membership of the New Zealand Institute of Building Surveyors Inc. (NZIBS) is open to anyone who is studying in the construction industry, or holders of, professional construction industry qualifications in fields such as Building Surveying, Architecture, Engineering, Quantity Surveying, Construction Management, Building Sciences etc.

Membership is also open to those with a significant degree of experience in the construction industry and in Building Surveying without necessarily having formal professional qualifications.

The New Zealand Institute of Building Surveyors Inc. has one class of full membership – Registered Membership. There are two earlier stages that may lead to Registered Membership, these stages are;

STUDENT

Student Membership is open to all those currently studying for a construction related qualification. Student Membership is not open to those that are in full time employment.

When a Student Member starts working full time they must relinquish their Student Membership and apply for Transitional Membership if they wish to remain within the Institute.

TRANSITIONAL

Transitional Membership is a preliminary stage of membership for all those that apply for and are in the process of completing requirements to become a full Registered Member.

Transitional Members must be actively practicing as Building Surveyors in New Zealand and must complete the Institute's assessment of professional competence (APC) process to progress towards Registered Membership.

Prior learning and skills are taken into consideration when a study programme is provided to a Transitional Member for the APC path towards registration.

REGISTERED

Registered Membership is for those Members who actively practice as Building Surveyors in New Zealand and have satisfied the Institute that they meet the criteria for Registered Membership by completing the assessment of professional competence process.

To take up on the NZIBS Core Module Member registration rate, join up today! You do not have to be a member of NZIBS to attend and complete the below module courses.

If you wish to learn more about being a member of the New Zealand Institute of Building Surveyors, please go to the NZIBS website; www.buildingsurveyors.co.nz or Ph: 0800 11 34 00.



NZIBS ISO9001: 2008 Accreditation Overview

Why does VHNZ have ISO 9001:2008 accreditation and how can this help NZIBS?

ISO 9001 is one of the standards within the range of ISO 9000 standards. Meeting the requirements of this standard provides quality management systems that help manage our business effectively and put in place best practice methodology.

ISO 9001 Certification recognises VHNZ quality systems that provide better customer satisfaction, staff motivation and continual improvement. ISO9001:2008 is the title of a document (Standard) that outlines the requirements an organisation must maintain in their quality system for ISO 9001:2008 certification. Our ISO 9001:2008 certification is based on VHNZ scope of supply, specifically:

- Design, Development and Delivery of Workplace Training.

This means even if our services/training are not being underpinned by National Qualification Framework unit standards, you are assured the same defensible outcomes are being met; this gives NZIBS more flexibility when choosing the training outcome that best meets its needs. Through this VHNZ are able to assist NZIBS build a tailored training pathway for the organisation that's backed by international certification.

Who is Vertical Horizonz New Zealand Ltd

Our brand stands as the pre-eminently recognised leader of exceptional training solutions. Safety solutions that empower standout business performance for our clients.

Through our highly tailored training solutions and world-class advisory, partnership, development services, we will help you achieve standout business performance.

At VHNZ, we empower revolutionary change for industry, business and individuals by providing exceptional safety training experiences.

For us, it's not just about safety, it's about responsibility.

Our mission is to provide real training that saves lives, and this is reflected in everything we do.

We work with you to provide the meaningful training experiences you need, with one core objective in mind: ensuring your safety.

We like to think of ourselves as conscientious boundary-pushers. We assess your specific needs before we act, and are empowered to achieve excellence. This enables you to achieve standout business performance, creating safety certainty.

Vertical Horizonz New Zealand Ltd (VHNZ) was registered as a Private Training Establishment (PTE) with New Zealand Qualifications Authority in 1998.



PART TWO

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NZIBS Core Module Programme 2018

Diploma in Building Surveying ISO9001: 2008. (All Ten Modules)

Our building surveyors master a rigorous training programme which is part of the NZIBS Transitional Membership career pathway to becoming a Registered Building Surveyor.

The NZIBS Core Module training programme covers building law, forensic investigation, building science, material performance, construction methods, building remediation, technical report writing and expert witness work, and more.

The below block courses are run in Auckland and partly in Christchurch during 2018.

The course duration ranges from 1 – 2 days, with an examination at the end of the Core Module training day.

- Module 1 – Properties of Moisture
- Module 2 – Forensic Investigations
- Module 3 – The Building Act Regime
- Module 4 – Recording and Reporting
- Module 5 –
 - Part A: Decay, Fungi and Moulds
 - Part B: Durability and Materials Performance
- Module 6 – Cladding Systems
- Module 7 – Condition / Compliance Reporting
- Module 8 –
 - Part A: Asset Management / Maintenance Planning
 - Part B: Dilapidations (Lease Reinstatement)
- Module 9 –
 - Part A: Remediation
 - Part B: Contract Administration 101
- Module 10 –
 - Part A: Residential Property Inspections
 - Part B: Technical Due Diligence



NZIBS Core Module Programme 2018

Certificate in Residential Property Inspections ISO9001: 2008. (5 Modules as indicated *)

The Certificate in Residential Property Inspections is part of the NZIBS CPD Workshop Programme 2018.

This certificate has been designed for Property Inspectors who are looking to upskill and work towards a formal qualification.

The Certificate in Residential Property Inspections offers a rigorous training programme, made up of five Core Module training courses.

NZIBS Members and non members can attend the below training courses. CPD points are applicable.

The NZIBS Core Module training programme for this certificate covers building law, cladding systems, material performance, condition / compliance reporting, residential pre-purchase inspections and reporting, and more.

The below block courses are run in Auckland and Christchurch during 2018.

The course duration ranges from 1 – 2 days, with an examination at the end of the Core Module training day.

- *Module 3 – The Building Act Regime
- *Module 5 –
 - *Part A: Decay, Fungi and Moulds
 - *Part B: Durability and Materials Performance
- *Module 6 – Cladding Systems
- *Module 7 – Condition / Compliance Reporting
- * Module 10 –
 - *Part A: Residential Property Inspections

Upon attendance of the above five modules and passing of each exam, you can apply for the Certificate in Residential Property Inspections ISO9001: 2008.

The above five Core Module training courses can cross credit through to the Diploma in Building Surveying ISO9001: 2008. Conditions do apply.



Module 1

Properties of Moisture

Location:	Auckland
Duration:	One day
Examination:	45 minutes, closed book
Presenter:	Greg Overton
Presenter Bio:	Refer to Part Three

Course Overview:

This is the 'Physics' course, the fundamental basics that you need to know if you are dealing with the effects of moisture in buildings.

Part one (morning) covers the physics of moisture. Students are taught about the chemical structure of water and how this affects its behaviour. The mechanisms of how water is stored in materials are then discussed and we have a workshop session on psychrometric charts. The transport mechanisms of water are then discussed as a lead in for part two.

Part two (afternoon) covers the 4D's of water management. Deflection, Drainage, Drying and Durability. We look at the forces which can drive water into buildings and how these might be managed.

We then use WALLDRY to show the important design parameters when it comes to wall wetting and drying.

Examination duration: 45 minutes. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 2

Forensic Investigations related to, but not specifically based upon Weathertightness of Buildings.

Location:	Auckland
Duration:	Two days
Examination:	2 x 1 hour, closed book. (site inspection/in-house examination)
Presenters:	Warren Nevill, Frank Wiemann
Presenter Bios:	Refer to Part Three

Course Overview:

This two day course encompasses both classroom and onsite involvement aimed at providing participants with knowledge and introductory understanding of the skill base required to undertake a forensic/weathertightness investigation of residential and small commercial buildings. A pre-requisite of course attendance is that participants already have a working knowledge of construction types particularly relating to residential housing, methods of construction plus a general understanding of moisture characteristics, types of decay and/or mould and how to deal with them.

An in depth historical knowledge of the Building Act/ Building Code requirements and associated relevant legislation along with an understanding of the most common cladding types and installation requirements are also a pre requisite.

Day one covers theoretical aspects including an explanation of the process of a forensic investigation, necessary research and sources of information, undertaking the investigation, reporting/briefs of evidence and preparation for a hearing. Coverage also provides an in-depth understanding of methods of testing, equipment use and interpretation of results along with the requirement to obtain irrefutable evidence, safety awareness, plus other on site issues.

Day two is based around a number of site visits where the knowledge from the previous day can be applied in a practical environment, culminating with an onsite examination involving evaluation of potential risks sites on a dwelling along with your rationale for considering such sites to pose a risk.

A selection of suggested pre course reading is required to fully benefit from attendance at this course.

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 3*

The Building Act Regime

Location:	Auckland and Christchurch
Duration:	One day
Examination:	1 hour, open book
Presenters:	Rosemary Killip
Presenter Bios:	Refer to Part Three

Course Overview:

This module will introduce to the rules governing buildings in New Zealand. Building controls have been around since 1991.

This module is an introduction to the way the Building Act operates in New Zealand. You will be led through modules which cover:

- Key players - agencies
- The Building Owner
- Building Controls Regime
- How Building Work is regulated in New Zealand
- Building Consents, Code Compliance Certificates and Certificates of Acceptance
- Building Consents
- Code Compliance Certificates
- Other Building Controls /Processes
- Project Information Memorandum (PIM), Schedules and Systems
- Notices to Fix

At the conclusion of this training programme, programme participants should be able to:

- Identify key players and their role in building controls
- Recount the history of the New Zealand Building Act regime
- Recall the framework of the legal documents which govern building controls in New Zealand
- Know the administrative legal procedures for: Building Consents, Code Compliance Certificates, and Certificates of Acceptance
- Assess compliance with the Building Act regime
- Refer to other Building Controls Processes.

Examination duration: 60 minutes on the theoretical aspect of the course - open book assessment. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 4

Recording and Reporting

Location:	Auckland
Duration:	One day
Examination:	45 minutes, closed book plus presentation
Presenters:	Frank Wiemann, Guest Speaker Tim Rainey
Presenter Bios:	Refer to Part Three

Course Overview:

This module focuses on the role of expert witnesses in a legal process. The course relates to the role of expert witnesses in the traditional court processes, as well as the specialised procedures that have been introduced under the Weathertight Homes Solutions Act 2006.

Participants in the module will learn about:

- Evidence and the dispute resolutions processors in New Zealand;
- What makes a good expert witness;
- Preparing and writing a report that will withstand scrutiny; and
- Presenting evidence as an expert advisor / witness to best advantage.

This is a bit of a misnomer as this module deals with technical report writing and the transfer of the information gathered on site into a suitable report and further into use at dispute resolution situation. The course provides background on the current legislation and pathways of dispute resolution in New Zealand. This course also addresses the major questions around expert witness work, conduct and experience in hearings.

The final portion of the module course, participants are asked to prepare and present a 2 minute presentation as a summarised version of a report. The participants are asked to focus on one defect, from previous site visits on the previous day. The purpose of the presentation is to give participants the opportunity to experience standing up and delivering evidence as they would in a WHRS and / or a Court Hearing. Please note: we do not focus on the technical detail of material presented but more on the quality of presentation itself. The presentation accounts for five marks of your final examination.

Examination duration: 45 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 5 - part A*

Decay, Fungi & Moulds

Location: Auckland and Christchurch

Duration: Morning session

Examination: 45 minutes, closed book

Presenter: Robin Wakeling

Presenter Bios: Refer to Part Three

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.

Course Overview:

This course has been running for almost 10 years now, Robin adjusts the content with the increasing amount of information and knowledge that he gathers from his decay and fungus analysis.

Examination duration: 45 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.



Module 5 - part B*

Durability & Materials Performance

Location:	Auckland and Christchurch
Duration:	Afternoon session
Examination:	45 minutes, closed book
Presenters:	Nick Marston, Catherine Nicholson
Presenter Bios:	Refer to Part Three

Course Overview:

The objective of Clause B2 of the New Zealand Building Code (NZBC) is to ensure that a building will be sufficiently durable to comply with the objectives and functional & performance requirements of the other relevant NZBC clauses. The Durability and Materials Performance module aims to provide a better understanding of the Acceptable Solutions and Verification Methods used to establish compliance with the durability requirements of NZBC Clause B2.

The course also covers the degradation mechanisms of common building materials, as well as how material performance and durability can be affected by environmental factors. This will include the effects of external climate exposure on buildings, natural ageing and weathering of building materials, such as the corrosion of metals and UV degradation of polymers and plastics. The requirements and methods for service life prediction of building materials and components, as well as the importance of maintenance in extending the service life of materials and buildings, is also discussed.

Examination duration: 45 minutes. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 6*

Cladding Systems

Location:	Auckland and Christchurch
Duration:	Two days
Examination:	1 hour, closed book plus presentation
Presenter:	Warren Nevill
Presenter Bios:	Refer to Part Three

Course Overview:

This two day lecture room based course is designed to provide participants with the knowledge to recognise where weathertightness and other issues might be encountered in cladding systems commonly used in New Zealand, along with the reasons that failure might occur.

At completion of this course participants should be able to identify common cladding types used on buildings, understand weaknesses inherent in the particular cladding system, (or that may develop over time) and recognise poor workmanship, design, materials selection, inadequate maintenance or other causes of failure.

The course will cover aspects of investigations required to identify a cladding and comparison with that which was specified, along with changes in philosophies over time, Building Act requirements, progressive changes to approved/ compliance documents and manufacturers' literature.

Participants will be expected to undertake pre course preparation for a 10 minute presentation to the group on aspects of cladding failure that they have experienced.

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

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NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 7*

Condition / Compliance Reporting

Location:	Auckland and Christchurch
Duration:	One day
Examination:	1 hour, closed book
Presenter:	William Hursthouse
Presenter Bios:	Refer to Part Three

Course Overview:

After completing this module you should be able to bring to mind and put into your own words (e.g. during the exam):

- The basic ingredients of the various types of report discussed in this module
- How to get your point across without expressing an opinion
- When and why you may need to express an opinion
- The various forms of "compliance" and what they mean
- A basic understanding of the sort of contracts you will get your client to sign, and why
- The importance of ethics and how to identify a conflict of interest
- The process you will follow when a prospective client contacts you
- The importance of when the work in question was done, and what that means in terms of your investigation and report

Format of this module

There are five sections, they will be interactive and there will be time for questions. There will also be some slides of extreme examples to hopefully provide some light relief. The five sections are:

- 1) Prepurchase surveys
- 2) Investigating and reporting on "Defects" under Part 4A of the Building Act (s362)
- 3) So called " Safe and Sanitary" reports and reports for Certificates of Acceptance
- 4) Compliance reports (building code compliance, including Exempt works)
- 5) Building defect/failure investigation and reporting

The more experience you gain, the better you will be able to carry out each type of inspection.

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

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NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 8 - part A

Asset Management & Maintenance Planning

Location: Auckland
Duration: Morning session
Examination: 45 minutes, closed book
Presenter: Trevor Jones
Presenter Bios: Refer to Part Three

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.

Course Overview:

The course focusses on the important part of legislation and standards related to Asset Management & Maintenance that building surveyors need to be aware of in a New Zealand context.

Examination duration: 45 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.



Module 8 - part B

Dilapidations (Lease Reinstatement)

Location: Auckland
Duration: Afternoon session
Examination: 30 minutes, closed book
Presenter: Michael Gray
Presenter Bios: Refer to Part Three

Course Overview:

Dilapidations, often referred to as reinstatement in New Zealand, is an area of building surveying practice dealing with obligations concerning the form and condition of leased premises. It requires both sound technical knowledge and an understanding of the legal principles pertaining to what is a specialist area of law.

This module is an introduction to dilapidations practice in New Zealand and will look at:

- An overview of the legal context of dilapidations practice, including the application of contract, statutory and common law and why and when the need for dilapidations arises
- An introduction to leases and other tenure documents and how to identify the pertinent rights and obligations of landlords and tenants
- Understanding the different lease covenants (obligations) and assessing breaches of covenant
- Preparing schedules of dilapidations / reinstatement
- Consequential losses and other heads of claim
- Remedies and defences
- How dilapidations affects and influences other building surveying services

On completion of the course, participants will have an appreciation of the key principles of dilapidations, its implications for owners and occupiers of commercial property and how the process is administered.

Examination duration: 30 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 9 - part A

Building Remediation

Location: Auckland
Duration: One day
Examination: 1 hour, closed book
Presenter: Philip O'Sullivan
Presenter Bios: Refer to Part Three

Course Overview:

1. Remediation v repair
 - a. Definitions
 - b. Goal
2. Common types of remediation
 - a. Weathertightness
 - b. Seismic/structural upgrade
 - c. Asbestos removal
 - d. Mould/bacteria contamination
 - e. Internal dampness e.g. leaking bathrooms
 - f. P contamination
 - g. Fire (passive) upgrade
3. Investigation Reports
 - a. Reviewing reports
 - b. Visiting the site
 - c. Reviewing conclusions and recommendations
 - d. Are further investigations necessary?
4. Remediation considerations
 - a. Ownership
 - b. Regulatory requirements
 - c. Legal claim for recovery of costs pending?
 - d. Affordability & funding
 - e. Building use
 - f. Occupying or vacating during remediation?
5. Remediation options
 - a. Do nothing
 - b. Temporary repairs
 - c. Partial remediation
 - d. Full Remediation
 - e. Rebuild
6. Cost evaluations
 - a. Preliminary
 - b. Elemental
 - c. Detailed
7. Design process
 - a. Concept
 - b. Preliminary
 - c. Developed
 - d. Detailed
8. Peer reviews
 - a. Façade
 - b. Fire
 - c. Structural
9. Relevant legislation
 - a. Building Act 2004
 - b. Building regulations (various)
 - c. Resource Management Act 1991
 - d. Health and Safety at Work Act 2015
 - e. Health and Safety at Work (Asbestos) Regulations 2016
 - f. Historic Places Act 1993
10. Consents
 - a. Building Consent, Consent Amendments and Minor Variations
 - b. Resource Consent
11. Procurement considerations
 - a. Early engagement
 - b. Invited Tender
 - c. Negotiation
12. Case Studies
 - a. Detached dwelling
 - b. Apartment building
 - c. School building
 - d. Hospital

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 9 - part B

Contract Administration

Location:	Auckland
Duration:	One day
Examination:	1 hour, closed book
Presenter:	David Clifton
Presenter Bios:	Refer to Part Three

Course Overview:

Participants in this section of the course will gain an understanding the history of contracts, key types of contract procurement and of the administration and enforcement of contract requirements during the construction phase of the project.

A building project, whether under a design build contract or conventional contract type, has to undergo three specific stages namely, design, tender and construction. In all three stages, good contract administration is required to manage design specification, contractual agreement, competitive tendering, evaluation, cost control, variations, final accounts, claims and even disputes. Poor management in any of these aspects would lead to unnecessary claims and disputes and eventually higher construction costs.

The course will focus the learning outcomes based on contracts carried out under NZS 3910: 2013 as this is widely accepted as the prime NZ contract, this course will focus on:

- Overview of the history and development of the contracts.
- Principals of Contract Law
- Key New Zealand Construction Contracts & CCA
- Engineer to the Contract Responsibilities
- Risks in Construction Projects
- Administration of Design Phase
- Tendering & Procurement
- NZS 3910:2003 Conditions of Contract
- Contract Documentation
- Notices & Approvals
- Observation & Inspection
- Communications & Letters
- Preparation & Evaluation of Claims
- Final Claims
- Disputes Procedures & Timelines

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



Module 10 - part A*

Residential Property Inspections

Location:	Auckland and Christchurch
Duration:	One day
Examination:	1 hour, closed book
Presenter:	Darin Devanny
Presenter Bios:	Refer to Part Three

Course Overview:

A pre purchase inspection requires a very broad range of knowledge on building methods, materials and attributes. Pre purchase reports form a critical step in owning a house which in turn affects every New Zealander. It is therefore crucial that the pre purchase inspections are done well and by people with the right knowledge and experience. The purpose of the module is to provide participants with guidance on the required standards and knowledge for working in this part of the industry.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.

The module covers:

- What is and who relies on a pre-purchase inspection
- Knowledge and literature needed, to complete an inspection and report
- Worksafe New Zealand guidelines
- NZS4306 Residential property Inspection requirements
- Identifying the defects
- Communicating findings
- Associated legal matters
- The processes involved
- Dealing with complaints
- Record keeping
- Equipment needed

Examination duration: 60 minutes on the theoretical aspect of the course. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.



Module 10 - part B

Technical Due Diligence

Location: Auckland
Duration: One day
Examination: 45 minutes, closed book
Presenters: Rory Crosbie
Presenter Bios: Refer to Part Three

Course Overview:

The purpose of the TDD module is to provide practical guidance to building surveyors and other property professionals for the provision of TDD services for commercial clients and property investors. Participants will be provided with guidance to the key principles and components that should be included in a typical TDD process.

The module will cover:

- The benefits and need for Technical Due Diligence
- Types of TDD inspections
- Taking instruction from your client
- Desk top review of key property documentation
- Main components of the TDD Report
- Interpretation of the TDD Report
- Liability and professional ethics

Examination duration: 45 minutes. The exam for each module is conducted at the end of the course day.

A certificate of completion is given to attendees who have completed the course and have passed the examination.

Payment is required in full, prior to attending the course.

PRE-COURSE READING

Pre-course reading for this module, will be released the day after registrations close, to those who have registered and have paid the training registration fee.

Please contact NZIBS in the first instance if you have not received your confirmation of attendance email or your pre-course reading.

NZIBS strongly suggests that you read through the pre-course reading prior to attending the module training course.



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Greg Overton

Module 1 - Speaker Biography 2018

Greg Overton



Greg is a building physicist at BRANZ, specialising in weathertightness research. He is a chartered engineer with the IMechE.





Warren Nevill

Modules 2 and 6 - Speaker Biography 2018

Warren Nevill MNZIBS
Registered Building Surveyor



Warren is a senior member of the Institute holding NZCB and trade qualifications. He has specialised as a moisture ingress specialist over recent years leading many WSG multi-unit investigations. Coming from a background in construction and the education fields he was an early recipient of the Master Builders Gold Medal Award for top apprentice, further awards being gained during the attainment of his qualification.

Warren currently holds the positions of Course Reviewer and Presenter for the Forensic Investigation/Cladding Education Modules for

the Institute.

He is a keen sailor enjoying both cruising and racing aspects of the sport. Prior to moving to the South Island, he was a navigator/sail trimmer for a number of years in the offshore racing fleet sailing out of Wellington. He has also sailed to the islands. Warren snowboards and has travelled extensively enjoying this sport on European and American ski fields. Mountain biking/touring fills in any other time available.



Rosemary (Rosie) Killip

Module 3 - Speaker Biography 2018

Rosemary (Rosie) Killip, MA, Cert TA, Cert PR

Building Networks NZ Ltd



Rosemary specialises in building law training. She brings practical insights and wisdom from 20 plus years of working alongside building compliance staff, Council staff and building inspectors. She was even the very first education officer for the Building Industry Authority.

Rosemary brings with her substantial insider knowledge of how councils review and interpret the Building Act rules. She is a highly experienced building industry compliance and training practitioner as well as a highly experienced small business owner.



Frank Weimann

Modules 2 and 4 - Speaker Biography 2018

Frank Wiemann



Ing. Arch. (TU)

AKNDS (Registered Architekt and Engineer, Germany)

MNZIBS (New Zealand Institute of Building Surveyors)

LEADR (Accredited Mediator, Association of Dispute Resolvers)

Frank is a registered Architekt (Germany), a registered building surveyor (NZIBS), and a Weathertightness Expert for the Ministry of Business Innovation and Employment-Department of Building and Housing.

He works as an independent technical expert on behalf of various parties in leaky building claims.

Frank is an Accredited Mediator with LEADR since 2009.

He is a past Executive member of the New Zealand Institute of Building Surveyors (NZIBS), and teaches Forensic Investigation and Expert Witness Presentation for building surveyors.

He has extensive experience as an expert in leaky building mediations.



Tim Rainey

Module 4 - Speaker Biography 2018

Tim Rainey (Guest Speaker)



Tim Rainey is a specialist commercial litigator who was admitted to the bar in 1992. Since then, Tim has gained extensive experience in all aspects of commercial and civil litigation. He is a highly skilled litigator with over 16 years experience in trial and Appellate Courts and specialist tribunals throughout New Zealand, as well as extensive experience in conducting mediations and other forms of alternative dispute resolution.

Tim formed Rainey Law in 2009 after several years as a Partner in one of New Zealand's leading commercial and construction litigation firms and prior to that, many years experience working for a specialist insurance litigation firm providing advice to insurers on insurance policy wordings, policy response issues and acting for both insurers and insured on a wide range of claims.

Tim has a wide range of experience in all areas of commercial litigation but with a particular focus on building and construction disputes, commercial and contract disputes and insurance law.

He also has substantial skill and experience in the defence of corporate and others facing regulatory criminal offences, including those under the Fair Trading Act, Commerce Act, Health and Safety and Employment Act and under the Resource Management Act.

Tim is widely regarded as one of the leading practitioners in a specialist area of building and construction litigation. He has extensive experience in acting for plaintiffs and defendants involved in "leaky building" litigation and has particular experience in conducting complex proceedings on behalf of multi-unit developments.



Robin Wakeling

Module 5 - Speaker Biography 2018

Dr Robin Wakeling,

BSc Honours



MSc - Bio deterioration of Materials

Literature survey - The control of sap stain, mould and decay on freshly felled timber.

Thesis: Micro-organisms in gas oil, associated filterability problems and rapid methods of detection

PHD - Effects of environmental factors on wood decay micromorphology of *Pinus radiata* and *Fagus sylvatica* and its significance for in-ground wood preservative performance

Privately owned independent consultancy, Beagle Consultancy Ltd.

Bio deterioration Consultant. Specialising in wood and building materials forensics. Also general wood preservation, sap stain and mould control: forest to customer. Wood decay and leaky building consultancy (private and in association with the Weathertightness Homes Resolution Service of the Department of Building and Housing of the New Zealand Government).

Bio deterioration of multiple wood samples and other building materials and fixtures, from approximately 6000 buildings have been studied using detailed microscopy and associated wood preservation analysis, over the last 10 years. Detailed correlative analysis of interrelationships between weathertightness deficiencies and the nature of wood decay damage, particularly in relation to timing of damage. This knowledge and experience is coupled with an over-arching 23 year's experience of factors affecting wood decay, mould occurrence, and wood product performance. Wood decay micromorphology diagnosis and factors affecting decay occurrence and wood product performance in the field and in service has been a speciality over the last 20 years, as reflected in publication list.

Patent disputes expert analysis, typically for biocide compositions for protecting wood.

International consultancy pertaining to the performance of new generation preservative treated wood.



Nick Marston

Module 5 - Speaker Biography 2018

Nick Marston



Nick Marston is Materials Team Leader at BRANZ. His work combines managing a team of scientists and technicians working on a portfolio of research and commercial projects with laboratory and field research.

His research includes managing the surveying of New Zealand's House Condition Survey, examining the resilience of buildings and materials, as well as researching the effects of environmental exposure on plastics and metals.



Catherine Nicholson

Module 5 - Speaker Biography 2018

Catherine Nicholson



Catherine Nicholson is a materials scientist at BRANZ. One of her main areas of research interest is the development of testing methodologies for assessment of the long-term durability of structural adhesives. This involves investigating the degradation mechanisms of these polymeric materials under natural conditions as well as when subjected to accelerated weathering cycles. Her previous experience includes chemical and mechanical characterisation of a wide variety of materials using a range of analytical techniques.



William Hursthouse

Module 7 - Speaker Biography 2018

William Hursthouse



MNZIBS, MNZIOB, Dip. Bus Studies (Dispute Resolution), Registered Building Surveyor, LEADR Panel

William studied psychology at Auckland University before travelling the world and becoming a builder back in New Zealand in the early 1970s. He was a Registered Master Builder for over twenty years and became a Registered Building Surveyor in 1997. Elected to the NZIBS Executive in 1998 and again in 2013, he has served the NZIBS in a variety of ways, including preparing and presenting this Module.

During the last 10 years he has been involved in the remediation of many "leaky" homes and acted as an expert witness for home owners, Councils, Insurance Companies and a large variety of trade respondents. William has been a WHRS Assessor since 2003 and has been contracted to various local Councils in an advisory role as well as to the old BIA (Building Industry Authority), the DBH (Department of Building and Housing) and now the Ministry of Business, Innovation and Employment.

In 2004 he sat on the Standards Committee that produced the New Zealand Standard for pre-purchase inspections: NZS4306 "Residential Property Inspection", which was published in February 2005.

In 2010 William commenced studies at Massey, culminating in a Graduate Diploma in Business Studies (Dispute Resolution) and is an accredited mediator, currently contracted as a Family Dispute Resolution Service provider.

William is also contracted as a "Special Advisor" to the Licensed Building Practitioners Board, collecting and presenting evidence to assist the Board when a complaint is made against a Licensed Building Practitioner.



Trevor Jones

Module 8A - Speaker Biography 2018

Trevor Jones - NZIBS Immediate Past President

BSc FRICS MNZIBS



I am a Chartered and Registered building surveyor and Director of Maynard Marks Ltd, a multi-discipline property and construction consultancy. I did my BSc degree building surveying in the UK and spent 20 years in London, with over 10 years as a partner in a London practice of building surveyors.

I am immediate Past President of New Zealand Institute of Building Surveyors (NZIBS), having held the Presidency between 2014 and 2017. Before that I was on NZ Committee of the Royal Institution of Chartered Surveyors (RICS), for 11

years, being a secretary and Oceania representative during that time. I am an assessor of candidates for membership of both RICS and NZIBS.

Before I vacated my role on the RICS committee, I was instrumental in the development of various guidance notes designed to fill the vacuum of information for building owners and investors about what they need to think about in the New Zealand context. These include:

- the RICS Reinstatement (Dilapidation) Guidance note.
- a Best Practice Guidance Note for Technical Due Diligence of Commercial & Industrial Property.
- a Best Practice Guidance Note on Development Monitoring.

In addition to presenting this module, I have lectured to students on the BProp. property degree programme at University of Auckland on the elect building surveying course for the last 3 years.

As a remediation specialist, I was a member of an industry panel that the Department of Building and Housing (DBH) consulted before publishing their December 2007 Remediation Guide, titled External Moisture – A Guide to Weathertightness Remediation and was again consulted in 2011 for the updated guide.

My UK projects included nationwide portfolio surveys, dispute resolution, large scale commercial design, project management, defect analysis, acquisition surveys, dilapidation surveys and I also acted as employers' agent in many design and build projects.

My NZ experience has involved investigation of some of the largest defect property claims and acting in an expert witness capacity in resolution of disputes relating to these. I have been involved in reporting on major landlord and tenant commercial lease disputes and general reporting on many other building and construction matters.



Michael Gray

Module 8B - Speaker Biography 2018

Michael Gray



(BPP Law School, London).

Michael is a chartered building surveyor, originally from the UK now living and working in New Zealand.

Michael's experience includes senior building surveying roles for national and international consultancies in London, Manchester and Auckland, specialising in commercial building surveying, project management and energy and sustainability.

Academic qualifications include an honours degree in building surveying (The University of Reading) and a post graduate diploma in law



Philip O'Sullivan

Module 9 - Speaker Biography 2018

Philip O'Sullivan BE (Hons), MNZIBS
Director - Registered Building Surveyor



Prendos Director and Registered Building Surveyor, Philip has responsibility for residential, body corporate and research-focussed building surveying.

Philip is a qualified civil engineer and spent his early career years working on structural engineering, building design, and project & company management.

He joined Prendos in 1995 and as a BRANZ Accredited Advisor undertook a wide range of building defect work. In doing so he gained experience in identifying and dealing with key

building problems and overall building behaviour.

This also provided first-hand experience of moisture problems and timber decay. It led him to consider and help promote the principles and practices that would eventually be introduced into the industry to ensure greater weathertightness. It also provided a strong incentive to develop the communication skills needed to bring the extent of the problem to the notice of the industry, the government and the public.

A plain speaker and a straight shooter, Philip has worked tirelessly through various government groups and industry organisations to help resolve the systemic aspects of the leaky building problem. He also has significant knowledge and experience in the design and administration of building remediation projects, and as a building expert in preparing and presenting evidence in tribunals and court.

Philip as President of the Claddings Institute initially raised industry awareness of weather tightness problems. He led study tours to North America in 2000 & 2004, and was a member of a manufacturers' focus group that led to the creation of the BRANZ Weather tightness Steering Group in 2001

Philip became an active member the E2/AS1 – 3rd Edition BIA/DBH workgroup from 2002 – 2005. This document had a transformational impact on light framed low-rise buildings in New Zealand.

He has participated in many other DBH workgroups such as B2/AS1 (timber durability) and timber and building remediation guidance documents.

Qualifications & Memberships

2004 New Zealand Institute of Building Surveyors Weathertightness Certificate

1996 Member of the New Zealand Institute of Building Surveyors

1982 Bachelor of Engineering (Hons) - University of Auckland



David Clifton

Module 9 - Speaker Biography 2018

David Clifton
BSc (Hons) MRICS ANZIAM FMANZ



Director of CS&R (Commercial Services and Reports)

David has experience in a wide range of sectors including commercial, residential, government, education, military and health. He has completed projects for central government departments and local authorities, international and national corporates, industrial, private sector and individual residential clients. He has provided extensive Building Surveying, Project Management and Contract Administration / Engineer to Contract services to these types

of organisations. These services have covered high and low rise building, multi-property complexes and individual property holdings. As a Building Surveyor he has provided assessment of buildings, concept and detailed design, peer reviews of proposals for weathertightness and resolution of complex detailing, expert witness dealing with defective design and workmanship, undertaking reviews of existing building stock and life cost assessment.

With his UK development and due diligence background and New Zealand experience, he has provided strong leadership of project teams, clients and enables continuity for all scales of projects. He also has considerable experience on programme monitoring, project costing, quality and time requirements.



Darin Devanny

Module 10 - Speaker Biography 2018

Darin Devanny



- New Zealand Institute of Building Surveyors since 2003
- Diploma in Building Surveying (2010)
- Accredited Weathertightness Assessor
- 15 years' as a qualified carpenter and self-employed builder
- 5 years' residential building designer
- 11 years' as a qualified and registered building surveyor
- 9 years' as sole director of Property Check (NZ) Limited. Property Check has carried out over 1000 pre purchase/sale inspections every year since 2005.
- Developed pre purchase/sale inspection templates, procedures and training for Property Check
- 10 years' as an assessor under the Weathertight Homes Resolution Service
- 13 years' assessing residential and commercial buildings for condition reports and assessments.



Rory Crosbie

Module 10 - Speaker Biography 2018

Rory Crosbie BSc (Hons), MNZIBS, FRICS

Prendos Director



Registered and Chartered Building Surveyor

Based in Christchurch, Director Rory Crosbie brings a comprehensive knowledge of the property and construction industry to his clients, and enjoys the challenge of identifying and developing new services to meet market demand throughout the South Island.

Rory has established a reputation for understanding complex damage issues particularly in the aftermath of the Canterbury earthquake events.

Originally from Ireland, he spent six years in London with a prominent European property consultancy where he acquired commercially orientated building surveying skills before setting up and running his own property consultancy in Ireland for nine years.

Having practiced as a Chartered Building Surveyor in three different countries, Rory has a unique property consultancy skill set. He applies this diverse professional experience when managing his team of quantity surveyors, structural engineers, building surveyors and design consultants in the delivery of advice to a portfolio of residential and commercial clients.

Rory has worked with the Ministry of Education, Christchurch City Council, insurance companies and their PMOs, and owners of commercial property portfolios. Currently, the majority of Rory's time involves assisting with insurance claim settlements, and as project manager and engineer to contract on weathertightness and earthquake repair projects with ranging values of up to \$4 million. On each project Rory acts as client liaison, focusing on delivery in line with clients expectations. Rory is also busy with lease reinstatement and technical due diligence for those acquiring commercial property. His reputation in the industry has seen Rory becoming more involved in expert witness type work, a trend that which will continue as the pace of the Christchurch rebuild accelerates.

QUALIFICATIONS AND MEMBERSHIPS

2017 - Fellow of Royal Institute of Chartered Surveyors (RICS)

2017 - NZIBS Executive member and Finance Officer

2017 - RICS South Island Committee Chair

2015 - Registered Building Surveyor, New Zealand

2008 - Grade III - Conservation Surveyor, Ireland

1996 - Chartered Building Surveyor, Ireland

1995 - Bachelor of Science (Hons) - Liverpool John Moores University

(03) 940 2762 | 021 633 919 | rory@prendos.co.nz



NZIBS Core Module Criteria

NZIBS Core Module Programme 2018

For a NZIBS Core Module Course to run we require a minimum of 10 participants. Notice will be given 10 business days prior if the course is unable to run, due to numbers.

To be eligible for the NZIBS Member registration rate, you need to be a current NZIBS full, transitional or student Member.

Payment is required upfront before the commencement of the module and/or before the close of registration.

No refund will be given for any cancellations 10 business days and under prior to a module course date. A substitute can be provided in place of the person who is unable to attend.

A cancellation fee will apply for no shows or those who advise us on the day that are unable to make it.

No refund or discounts are offered if the participant chooses to attend the course and not undertake the examination.

Please note: should you fail the NZIBS Core Module 2 on-site examination, regardless of the in-house exam mark you will need to complete the full module and the on-site exam again.

Any resit examination that is taken at a later date will incur a resit administration charge, please refer to the registration form, for that charge.

Any course information previously provided that is requested at a later date will incur an administrative charge of \$25.00.

An examination resit needs to be conducted within one year of the course date. Each year the modules are updated to ensure they are kept relevant to what is happening within the industry. If you are unable to resit the examination after one year, you will need to complete the module course again.

The current pass mark is 70% for a NZIBS Core Module Exam. For those who are unsuccessful in the NZIBS Module Exam and have achieved a mark under 55%, you will need to complete the module again; NZIBS will offer a discount off the registration fee in such circumstances.



NZIBS Core Module Training Course Registration Form 2018

If you wish to register for any of the below modules please complete this form and return it with payment to the New Zealand Institute of Building Surveyors Inc.

Registration Fees for 2018 Modules

Tick all modules you wish to register for. The below charge is to cover the venue, presenter, administration, completion certificate and marking of the exam paper. Catering is offered at all NZIBS Core Module training courses.

SPECIAL OFFER

5% discount - when you purchase the 10 module package.
(if paid in full prior to starting the modules - members only).

Core Module Training Course - Auckland

below fees are exclusive of GST

TICK HERE	Date	Duration	Course	NZIBS Member rate	Non Member rate
	Tuesday 6 March 2018	1 day	Module 1 Properties of Moisture	\$795	\$995
	Wednesday 7 - Thursday 8 March 2018	2 days	Module 2 Forensic Techniques * (includes bus hire and admin fee)	\$1295	\$1495
	Wednesday 11 April 2018	1 day	Module 3 The Building Act Regime	\$795	\$995
	Thursday 12 April 2018	1 day	Module 4 Recording and Reporting	\$795	\$995
	Tuesday 8 May 2018	1 day	Module 5 Part A - Decay, Fungi & Moulds, Part B - Durability & Materials Performance	\$795	\$995
	Wednesday 9 - Thursday 10 May 2018	2 days	Module 6 Cladding Systems	\$1195	\$1395
	Wednesday 13 June 2018	1 day	Module 7 Condition/Compliance Reporting	\$795	\$995
	Thursday 14 June 2018	1 day	Module 8 Part A - Asset Management & Maintenance Planning, Part B - Dilapidations (Lease, Reinstatement)	\$795	\$995
	Tuesday 24 July 2018	1 day	Module 9 Part A - Remediation	\$795	\$995
	Wednesday 25 July 2018	1 day	Module 9 Part B - Contract Administrations	\$795	\$995
	Thursday 26 July 2018	1 day	Module 10 Part A - Residential Property Inspections	\$795	\$995
	Friday 27 July 2018	1 day	Module 10 Part B - Technical Due Diligence for Commercial Properties	\$795	\$995
	As above	14 days	10 Module Package - All modules listed above	\$10,440	\$12,840

Core Module Training Course - Christchurch

below fees are exclusive of GST

TICK HERE	Date	Duration	Course	NZIBS Member rate	Non Member rate
	Wednesday 22 August 2018	1 day	Module 3 The Building Act Regime	\$795	\$995
	Thursday 23 August 2018	1 day	Module 5 Part A - Decay, Fungi & Moulds, Part B - Durability & Materials Performance	\$795	\$995
	Wednesday 24 - Thursday 25 October 2018	2 days	Module 6 Cladding Systems	\$1195	\$1395
	Wednesday 21 November 2018	1 day	Module 7 Condition/Compliance Reporting	\$795	\$995
	Thursday 22 November 2018	1 day	Module 10 Part A - Residential Property Inspections	\$795	\$995
	As above	6 days	5 Module Package - All modules listed above	\$4,375	\$5,375

NZIBS Exam resit dates 2018

below fees are exclusive of GST

NOTES: * The Core Module 2 registration fee covers: Day two bus travel costs and arranging the off-site inspections.



NZIBS Core Module Training Course Registration Form 2018

TICK HERE	Location	Date	NZIBS Module Exam Resit Please indicate what module #	NZIBS Member rate	Non Member rate
<input type="checkbox"/>	Christchurch	Wednesday 28 February 2018		\$195.00	\$250.00
<input type="checkbox"/>	Christchurch	Wednesday 30 May 2018		\$195.00	\$250.00
<input type="checkbox"/>	Christchurch	Wednesday 29 August 2018		\$195.00	\$250.00
<input type="checkbox"/>	Christchurch	Wednesday 28 November 2018		\$195.00	\$250.00
<input type="checkbox"/>	Auckland	Thursday 1 March 2018		\$195.00	\$250.00
<input type="checkbox"/>	Auckland	Thursday 31 May 2018		\$195.00	\$250.00
<input type="checkbox"/>	Auckland	Thursday 30 August 2018		\$195.00	\$250.00
<input type="checkbox"/>	Auckland	Thursday 29 November 2018		\$195.00	\$250.00

An exam resit can be conducted in Wellington anytime, by appointment.

<input type="checkbox"/>	Application Fee	\$250.00
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Yes, I would like to register to attend the NZIBS Core Module Course.

Name:

Address:

Telephone:

Mobile:

Email:

Auckland CBD \$

Christchurch CBD \$

Additional Options \$

Application Fee \$

SUBTOTAL \$

+GST: \$

TOTAL: \$

Are you a NZIBS Member?

☐

NZIBS Student Member

☐

NZIBS Transitional Member

If you are not a member of NZIBS, would you like information on joining the organisation?

☐

YES

☐

NO

By completing the NZIBS Core Module training registration form 2017, this confirms your attendance. Should you wish to cancel and not incur any cancellation fees, you will need to provide in writing your request to cancel before registrations close off for the training course. Payment is required upfront before the commencement of the module or when registrations close off. Only once we have your payment, will we release the pre course reading to you.

No payment is required until registrations close and the course has been confirmed to go ahead. A GST receipt will be issued upon payment being received. NZIBS now offers two payment options; credit card or online banking. For online banking please deposit your registrations fees (incl GST) into the nominated bank account as shown. To pay by credit card please call NZIBS Secretary on Ph: 0800 11 34 00, option 3.

NOTES: * The Core Module 2 registration fee covers: Day two bus travel costs and arranging the off-site inspections.

Once completed, please send this registration form to;

General Manager

E: gm@buildingsurveyors.co.nz

New Zealand Institute of Building Surveyors

PO Box 30900, Lower Hutt 5040

Please pay via online banking to Direct credit to:

BNZ 02 0910 0154498 00

Reference: your name and module name.

A GST receipt will be issued upon payment.

www.buildingsurveyors.co.nz

0800 11 34 00



New Zealand
Institute of
BUILDING
SURVEYORS



NZIBS Core Module Training Course Registration Form 2018

Terms and Conditions

NZIBS Diploma in Building Surveying. ISO9001:2008 – NZIBS Core Module Training Programme 2018 terms and conditions;

The above costs are exclusive of GST. The registration cost covers the course, pre course reading, trainer, exam marker / moderator fee, morning / afternoon tea, light luncheon and a completion certificate only.

By completing the NZIBS Core Module training registration form 2017, this confirms your attendance. Should you wish to cancel and not incur any cancellation fees, you will need to provide in writing your request to cancel before registrations close off for the training course. Payment is required upfront before the commencement of the module or when registrations close off.

Only once we have your payment, will we release the pre course reading to you.

For a NZIBS Core Module Course to run we require a minimum of 10 and a maximum of 20 participants. Notice will be given on the day registrations close, 2 weeks prior to the course date should the course be cancelled, due to attendance numbers.

Should you wish to register onto any Core Module training course after registrations have closed off, you will need to confirm in writing that you acknowledge the pre course reading has been sent out already and that you confirm that you will not be disadvantaged by receiving this information late. We are unable to register nor provide pre course reading to anyone 5 working days before a training course. Please note: the Core Module training pre course reading is extensive and it will help you prepare for your examination at the end of the course day therefore you need to allow yourself time to read and study this material before attending the course.

No refund will be given for any cancellation after registrations have closed, or as a no show or for sickness on the course day. Cancellation policy; \$250.00 + GST per day will apply. A substitute can be provided in place of the person who is unable to attend.

No refund or discounts are offered if the participant chooses to attend the course and not undertake the examination.

Any resit examination that is taken at a later date will incur a resit charge, please refer to the registration form, for that charge.

Any course information previously provided that is requested at a later date will incur an administrative charge of \$25.00 + GST.

An examination resit needs to be conducted within one year of the Core Module training course attendance date / failed exam. If you are unable to resit the examination after one year, you will need to complete the module course again, at a discounted one off fee.

The current pass mark is 70% for a NZIBS Core Module Exam. For those who are unsuccessful in the NZIBS Module Exam and have achieved a mark under 55% or similar, your exam mark will be referred to the NZIBS Training committee who will determine whether you can undertake an exam resit or you will need to complete the course again; NZIBS will offer a discount off the course registration fee in such circumstances.

The Diploma in Building Surveying ISO9001:2008 is only available to those students who attend all Core Module Training courses and have passed their Core Module 1 – 10 exams from 2015 onwards. If you completed and passed an exam prior to 2015, you will need to attend the course and undertake the examination again. Since February 2015, NZIBS Core Module training programme has undertaken an extensive review which in turn has changed most training courses and how the examinations are conducted.

Should you wish to apply for your Diploma in Building Surveying – ISO9001:2008, please contact NZIBS – 0800 11 34 00, option 1 or email: gm@buildingsurveyors.co.nz. The application can take up to 6 – 8 weeks to be finalised. There is a Diploma application fee of \$250.00 + GST.

As part of awarding the Diploma we present these at the annual NZIBS Conference each year in September. Should you wish to receive your Diploma beforehand, we can courier;

- Diploma certificate only in a tube - \$35.00 + GST
- Framed Diploma, wrapped - \$99.00 + GST

NOTES:

- * The Core Module 2 registration fee covers: Day two bus travel costs and arranging the off-site inspections.

Please note: should you fail the NZIBS Core Module 2 on-site examination, regardless of the in-house exam mark you will need to complete the full module and the on-site exam again.

