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**Technical Services and Water Licensing Audit Panel**

**Application Form – Part B (mandatory)**

**April 2015**

The Panel application form is for the use of individuals and organisations wishing to be appointed to the IPART Technical Services Panel and Water Licensing Audit Panel, for work to be undertaken in relation to IPART's licensing and audit programs.

It is mandatory for all individuals nominated by the applicant (parent organisation) for inclusion on the Panel to complete this part (Part B) of the application form. Individuals should only respond to the questions relevant to the category(s) being sought.

Part B requires information on the individual’s industry experience and skills in relation to the category(s) applied for.

The application form provides space to insert commentary directly into the form. If requested, information should also be attached to the form.

Please mail or deliver the complete application form, and any supporting information, to

*Director, Water Licensing and Compliance*

Independent Pricing & Regulatory Tribunal of NSW

Level 15 PO Box K35

2-24 Rawson Place Haymarket Post Shop

SYDNEY NSW 2000 SYDNEY NSW 1240

Please also send an electronic copy of the application form to compliance@ipart.nsw.gov.au.

Please ensure that *all* relevant parts of the application form are completed and attached.

All parts of the application form are available for download from our website (www.ipart.nsw.gov.au)

Part A must be completed by all applicants (organisations) to the Panel. Part A is mandatory.

Part C must only be completed by individuals applying to be included on the Panel as a *Lead* *Auditor* for a category(s). Part C is optional.

Part D of the application form must only be completed by individuals applying to be included on the Panel as an *Auditor* for a category(s). Part C is optional.

Lead Auditors are automatically included on the Panel as Auditors. Individuals applying as a Lead Auditor for a category need not also apply as an Auditor for that category (ie, they need not complete Part D for that category).

Part E must be completed by all individuals nominated for inclusion on the Panel. Part E is mandatory.

Please note that if an individual is successfully appointed to the Panel and subsequently leaves their parent organisation, IPART should be alerted. Further, if the individual wishes to continue to remain on the Panel, they must re-apply for the Panel under their new parent organisation.

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| PART B INDIVIDUAL INDUSTRY EXPERIENCE INFORMATIONPart B of this form must be completed by **each** person applying for inclusion on the Panel (please photocopy if you require more copies).  |
| B1 Individual details |
|  | Individual name |  | Parent organisation name |  |
|  |       |  |       |  |
|  | Contact number |  | Email address |  |
|  |       |  |       |  |
|  | Mobile number |  | Facsimile number |  |
|  |       |  |       |  |
|  | Postal address |  |
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| B2 Category(s) sought by nominated individuals |
| **Check** (⌧) the appropriate box(s) to nominate the category(s) for which you are seeking appointment to the Panel, as is appropriate to your skills, knowledge and experience. If we consider that you have the required industry experience and skills for a category, you will be included on the Panel as an Area Specialist (except for Licence and regulatory compliance where there are no Area Specialists). If you ***also*** want to be included as a Lead Auditor or Auditor in that category, you **must** complete Part C or D of the application form.  |  |
| **Category** |  |
| (i) | Licence and regulatory compliance *(audit category only)* |[ ]
| (ii) | Infrastructure performance |[ ]
| (iii) | Drinking water quality |[ ]
| (iv) | Recycled water quality |[ ]
| (v) | Sewage management  |[ ]
| (vi) | Sustainability assessment |[ ]
| (vii) | Environmental management |[ ]
| (viii) | Retail supply |[ ]
| B3 Using this form |
|  | Do *not* respond to all of the questions in this application form. **Only respond to the questions for the category(s) that you are applying for.**  |  |
|  |  |  |  |
| B4 Curriculum vitae |
|  | **Attach** your detailed curriculum vitae, demonstrating at least 5 years accumulated full-time work experience in the water industry (except in the case of Retail supply where experience may be in areas other than the water industry). At least some of your experience must be relevant to the category(s) that you are applying for. Your experience may include, but is not limited to, the following items.* Process design
* Environmental management
* Catchment management
* Drinking water quality and microbiology
* Recycled water
* Regulatory compliance
* Customer management.
 |  |
| B5 Industry experience and skills  |
| There are a number of items to be addressed for each category (and for all classifications). **Only provide information for the category(s) that you are applying for.** Provide information to address as many of the items that are applicable to you, in the tables provided. You will **not** be disqualified if you cannot respond to all items within a category. You may include more rows in the response tables for items where you wish to demonstrate more extensive experience. |  |
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| **(i) Licence and regulatory compliance**  |  |
| *There are no mandatory requirements for this category.* |  |
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| **(ii) Infrastructure performance**  |  |
|  | **Describe** your previous experience or knowledge of **(water industry)** asset management, in relation to the following items. * asset information collection, management and analysis, including condition monitoring programs and asset life estimation

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
| --- | --- | --- | --- |
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* levels of service and demand analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* risk management, asset criticality and failure analysis, business risk exposure analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* development of long-term asset expenditure profiles, life-cycle costing, capital improvement plans, and operations and maintenance strategies

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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|  | * development of asset management plans

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* application and audit of asset management quality frameworks and improvement plans

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* dam infrastructure and safety

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* any other relevant water industry asset management experience

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(iii) Drinking water quality**  |
| **Knowledge of the ADWG**  |  |
|  | **Provide** the following details for project(s) where you have previously applied or used the Australian Drinking Water Guideline (ADWG).

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **Knowledge of drinking water treatment and conveyance**  |  |
|  | **Describe** your previous experience or knowledge of drinking water treatment and conveyance, in relation to developing/assessing the following items * a flow diagram which identifies each component of a drinking water treatment train and conveyance infrastructure, from the source to end use (not a detailed engineering drawing)

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* critical control points in a drinking water treatment scheme, for the control of pathogens and/or chemical contaminants

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **Experience in catchment management**  |  |
|  | **Describe** your previous experience or knowledge of catchment management, in relation to the following items * catchment (asset) information collection, management and analysis, including condition monitoring programs and catchment life estimation

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* levels of service and demand analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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|       | Click here to enter text. | Click here to enter a date.toClick here to enter a date. | Name:      (Ph)      Email       |

* risk management, catchment criticality and failure analysis, business risk exposure analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* developing long-term catchment expenditure profiles, life-cycle costing, capital improvement plans, and operations and maintenance strategies

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* applying and auditing catchment management quality frameworks and improvement plans

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* any other relevant catchment management experience

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(iv) Recycled water quality**  |
| **Knowledge of the AGWR**  |  |
|  | **Provide** the following details for project(s) where you have previously applied or used the Australian Guideline for Water Recycling Managing Health and Environmental Risks (Phase 1) (AGWR).

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **Knowledge of recycled water treatment and conveyance**  |  |
|  | **Describe** your previous experience or knowledge of recycled water treatment and conveyance, in relation to developing/assessing the following items * a flow diagram which identifies each component of a recycled water treatment train and conveyance infrastructure, from the source to end use (not a detailed engineering drawing)

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* critical control points in a recycled water treatment scheme, for the control of pathogens and/or chemical contaminants

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
| --- | --- | --- | --- |
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* log reduction values claimed for bacteria, viruses, protozoa, or critical control points identified for a recycled water treatment scheme, or percentage removal of chemical contaminants

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* documentation supporting log reduction values claimed for specific critical control points and associated operational conditions for a recycled water treatment scheme

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* a validation plan to prove log reduction values for critical control points identified for a recycled water treatment scheme

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(v) Sewage management**  |  |
|  | **Describe** your previous experience or knowledge of sewage management, in relation to the following items * sewerage infrastructure (asset) information collection, management and analysis, including condition monitoring programs and asset life estimation

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* design, operation and maintenance of Sewage Treatment Plants (STP)

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* levels of sewerage service and demand analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* biosolids management and sewage disposal

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* risk management, sewerage infrastructure asset criticality and failure analysis, business risk exposure analysis

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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|       | Click here to enter text. | Click here to enter a date.toClick here to enter a date. | Name:      (Ph)      Email       |

* developing long-term sewerage infrastructure asset expenditure profiles, life-cycle costing, capital improvement plans, and operations and maintenance strategies

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* developing Sewage Management Plans

|  **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* applying and auditing sewerage infrastructure (asset) management quality frameworks and improvement plans

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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|       | Click here to enter text. | Click here to enter a date.toClick here to enter a date. | Name:      (Ph)      Email       |

* any other relevant sewage management experience

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(vi) Sustainability assessment** |  |
|  | **Describe** your previous experience or knowledge of sewage treatment and conveyance, in relation to developing/assessing the following items * water balance calculations and modelling for a sewerage scheme, covering all disposal paths, including production of recycled water and disposal to land and water (eg, MEDLI modelling)

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* land capability assessment, assessing sustainable application/disposal of treated effluent to land

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* assessing sewage treatment technology and its capacity to remove contaminations for a sewerage scheme

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* assessing storage and buffering capacity of infrastructure of a sewerage scheme, including wet weather storage capacity

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(vii) Environmental management** |  |
|  | **Describe** your previous experience or knowledge of environmental management, in relation to the following items * identifying and managing environmental aspects and impacts

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* developing environmental management objectives and targets

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* implementing continual improvement procedures/programs to meet targets and legislative and regulative requirements

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* developing and managing operational and emergency procedures

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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|       | Click here to enter text. | Click here to enter a date.toClick here to enter a date. | Name:      (Ph)      Email       |

* any other relevant environmental management experience

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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| **(viii) Retail supply** |  |
|  | **Describe** your previous experience in customer protection (either in the water industry or other industries), in relation to the following items* resolving customer complaints and disputes

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* debt recovery

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* marketing and transfer of customers

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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* any other relevant retail supply experience

| **Client/ Organisation (name)** | **Brief project/ experience summary** | **Engagement period** | **Referee(s) contact details** |
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