

Accredited Professional Declaration

It is an offence to give false or misleading information in relation to an application for registration of an Accredited Professional under section 217 of the *Planning, Development and Infrastructure Act 2016*. If it is found that you have misled the Accreditation Authority with any falsely-claimed qualification, experience or technical skills this could lead to the suspension and/or cancellation of your accreditation.

You must sign this declaration in front of your Authorised Witness. Please also ensure that:

- you and your Authorised Witness provide your initials in the applicable space on each page
- if amendments are required after your witness has signed, you must make the changes in front of the same witness and you and your witness must initial next to every change.

Fit and proper person declaration

Under Regulation 16 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019*, an application for an Accredited Professional can be refused on certain grounds, including where the Accreditation Authority is not satisfied that the applicant is a fit and proper person. The following questions relate to this provision.

If you answer '**yes**' to any of these questions, please attach a separate document (and upload with the Accredited Professional Declaration) providing details and reasons for why the Accreditation Authority should not refuse your application.

1. Have you ever been found by a court, tribunal or other authority to have contravened a law (whether or not the contravention is an offence) in South Australia or another State or Territory that involves fraud or dishonesty?
 Yes No
2. Have you ever been declared bankrupt?
 Yes No
3. Have you ever been a director of a body corporate that has been declared insolvent?
 Yes No



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4. Have you or a body corporate of which you have been a director ever been found guilty of a criminal offence (other than a minor traffic offence) in South Australia or another State or Territory and whether or not a conviction has been recorded?
- Yes No
5. Are you aware of any criminal proceedings that have been commenced against you and which have not yet been finalised?
- Yes No
6. Have you been found by a court, a tribunal or other authority to have breached the **planning, building or development legislation** in South Australia or another State or Territory?
- Yes No
7. Have any proceedings been commenced against you before a court or tribunal in which it is alleged that you have breached **planning, building or development legislation** in South Australia or another State or Territory?
- Yes No
8. Have you ever had an accreditation issued by the Accreditation Authority or under an **equivalent authorisation** suspended or cancelled (other than at your request) under the law of South Australia or another State or Territory?
- Yes No
9. Do you hold an **equivalent authorisation** that is subject to conditions imposed as a result of any criminal, civil or disciplinary proceedings under the law of another State or Territory?
- Yes No
10. Are you aware of any complaint being made, or any investigation being conducted, under the *Ombudsman Act 1972* (or similar Acts in another State or Territory) which relates to your conduct?
- Yes No
11. Have you ever been refused registration as an Accredited Professional or under an **equivalent authorisation** by a registration board or similar body in South Australia or another State or Territory?
- Yes No



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12. Have you been subject to any disciplinary action, proceedings or determination (including any investigations or actions that might lead to a disciplinary action, proceeding or determination) as an Accredited Professional in South Australia or under an **equivalent authorisation**?
- Yes No
13. Has an insurer ever declined, cancelled, or imposed special conditions in relation to, the provision of professional indemnity insurance, public liability insurance or any other indemnity insurance in relation to you or in relation to your work as an Accredited Professional in South Australia or under an **equivalent authorisation**?
- Yes No
14. Have you ever been refused a registration or occupational licence, other than as an Accredited Professional or **equivalent authorisation**, by a registration board or similar body in any Australian state or territory?
- Yes No
15. Have you been involved as a party in any civil litigation that involved your functions as an Accredited Professional or under an **equivalent authorisation**?
- Yes No
16. Are there any other matters which may be relevant to your suitability for your Accredited Professional registration about which the Accreditation Authority should be informed?
- Yes No



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Statutory declaration

I _____ do solemnly and sincerely declare ...

- the statements made and the information provided in this application are to the best of my knowledge true and accurate, and that any document provided in support of the application is either the original or an accurate copy of the original. I give consent to the Accreditation Authority (including any contractors engaged by the Accreditation Authority) to make enquiries and to receive and disclose any information about this application.
- all academic and professional qualifications and registrations listed in this application are genuine, and I acknowledge that any falsely-claimed qualification or registration will lead to the suspension and/or cancellation of my accreditation, and I give permission for the relevant educational institution or registration authority/professional association to be contacted for the purpose of verifying my qualifications, other training and/or registrations.
- I am not disqualified from practicing nor am I the subject of a disciplinary proceeding/s in any State or Territory (including preliminary investigations or actions that might lead to disciplinary proceedings) in relation to my registration(s) in an equivalent occupation.
- I will notify the Accreditation Authority in writing within seven days of any change in my professional indemnity insurance which may be relevant to my accreditation.

... and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1936*.

Signature _____

Declared before me _____

Declared at _____

in the _____ of

This _____ day of _____ 20 _____

Before me _____

(Signature of Authorised Witness*)

Qualification _____

(of Authorised Witness to observe the declaration being made)

*This Declaration must be signed before an Authorised Witness for taking a statutory declaration under the *Oaths Act 1936* as defined below.



Definitions

Accreditation Authority – means the Chief Executive of the Department for Housing and Urban Development or Delegate.

Authorised Witness – an Authorised Witness for taking a statutory declaration under the *Oaths Act 1936* may be:

- a Commissioner for taking affidavits in the Supreme Court
- a person registered as a conveyancer under the *Conveyancers Act 1994*
- a Justice of the Peace
- a Police officer (other than a Police officer who is a probationary constable)
- a Notary Public of the Supreme Court (both admitted and enrolled)
- any other person of a class prescribed by regulation (please see regulation 5 of the *Oaths Regulations 2021*).

Equivalent authorisation – means a certificate, certification, accrediting registration or other authorisation or qualification issued or conferred under the laws of another State or Territory that enables the holder to undertake similar functions to the holder of an Accredited Professional under the *Planning, Development and Infrastructure Act 2016*.

Planning, building or development legislation – means the *Planning, Development and Infrastructure Act 2016* and any regulation made under this Act, or other legislation from another State or Territory that enables the holder to undertake similar functions to the holder of an Accredited Professional under the *Planning, Development and Infrastructure Act 2016*.