

# APPLICATION FORM FOR LEVEL 2 REGRADE

## NSW Accredited Service Provider (ASP) Scheme

This application form is to request consideration for the regrade to the Accreditation of:

Accreditation Name:	
Accreditation Number:	
I have applied for a regrade of my Level 2 accreditation in the last 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No

In order to be granted a higher grade, a Level 2 ASP must obtain the relevant score (determined by number of defects as a % of inspections), as outlined in the ASP Scheme Rules, has not applied for a regrade within the last 12 months.

### Grading for Level 2 ASPs:

An applicant for a Level 2 ASP will be given an initial grade of B when granted accreditation unless previous history and or accreditation conditions prevent this. In order to obtain a higher grade or to maintain a current grading, a Level 2 ASP must obtain the relevant score in the table 2 below, using the ASP's activity from the 12 months prior to the assessment.

**Table 2: Level 2 Assessment Grading**

Grade	Minimum number of inspections of services	Relevant Score (Number of defects as a % of inspections )
A	1 in 25	Less than 3%
B	1 in 5	3% to 5% inclusive
C	1 in 1	Greater than 5% to 20%

A minimum number of services will need to be completed before an ASP (who also satisfies the defect requirement for the higher grade) can progress to a higher grade, as follows:

#### **B grade to A grade:**

a minimum of 30 inspections  
(nominally 150 projects)

#### **C grade to B grade:**

a minimum of 50 projects  
(nominally 50 inspections)

### Application Process

Complete this form including payment, and forward to the ASP scheme. Once received, data will be requested from the electricity distributors on the services completed by that ASP and inspected by the distributor. The data received by the scheme, will be used to determine whether or not the regrade request is successful.

## APPLICATION FORM FOR LEVEL 2 REGRADE

The **Level 2 Regrade Application fee** is \$195.00 (inc GST). Please forward this application form and payment to:

**Email:**

[asp.scheme@planning.nsw.gov.au](mailto:asp.scheme@planning.nsw.gov.au)

**Post:**

Department of Planning and Environment  
ASP Scheme  
PO Box 435  
PARRAMATTA 2124

Please make **cheques** payable to: **Department of Planning and Environment**

ASP Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

If paying by **credit card** please complete the following section. Please note that all credit card transactions after 1<sup>st</sup> July 2017 will incur a 0.4% credit card surcharge fee.

Please debit my nominated credit card account the level 2 Regrade Application fee of **\$195.00\***  
*Please note that this fee is non-refundable.*

Please tick one:  MasterCard  Visa

Card number: \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_      Expiry date: \_\_\_\_/\_\_\_\_

Cardholder's name (as shown on credit card) \_\_\_\_\_

Signature of cardholder: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**\* Credit Card payments will incur an additional 0.4% surcharge of \$0.78**

ASP Number: Internal use		Date Application Received:	
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