

Plumbers & Drainers Licensing Board - Policy

Policy Number: PL 005

Subject: Provision of Further Information

Effective Date: 8 May 2007

Revised on:

1. On consideration of an application, should the Board require further information in order to make a decision, members may defer consideration of the application to the next Board meeting or delegate to the Chairman or Registrar the power to approve the application subject to receipt of the required information.
2. If the application is deferred or delegated, the applicant will be informed in writing of the Board's requirements and will be asked to provide the information within one month of the meeting.
3. If no response is submitted by the date specified, the application will be referred to the next scheduled Board meeting and may be determined on the basis of the information provided.
4. If the application is refused, the applicant will be considered to be unlicensed until such time as a further application is submitted and approved.
5. The applicant will be advised in writing of the Board's decision.


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Chairman

30 . 5 . 07
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Date