



Building & Construction Guide No. 2 – Principal Certifying Authority

Who is the Principal Certifying Authority?

A Principal Certifying Authority (PCA) is appointed by the person having the benefit of a Development Consent.

What is the role of the Principal Certifying Authority?

A Principal Certifying Authority should:

- 1 Ensure that the construction certificate or complying development certificate has been issued for the building work, and
- 2 Ensure that the principal contractor for the work is the holder of the appropriate licence and is covered by the appropriate insurance as required under the Home Building Act, 1989, or
- 3 That, if the work is to be carried out as an owner builder, the owner builder is the holder of any owner builder permit required, and
- 4 Ensure that required inspections are carried out on the building work, and
- 5 Ensure that the conditions of the Development Consent are complied with prior to the issue of an Occupation Certificate for the building.

Who can I nominate as the Principal Certifying Authority?

Council or a Private Certifier can be nominated as the Principal Certifying Authority. If Council is chosen we are required to accept the nomination. The Principal Certifying Authority can be nominated when a Development Application or Construction Certificate is submitted or when the Council is notified of the commencement of work.