



Listed water servicing coordinators (WSC) should only use this form to:

- add a new key person, and their capabilities, to the WSC Accreditation certificate
- update a listed key person’s capabilities on the WSC Accreditation certificate
- request access for key persons to e-Developer.

This form is not to be used to remove a key person and their capabilities from the WSC Accreditation certificate. Please use the *Remove WSC key personnel* form on our [Forms](#) page to do this. For any issues not covered by our website, please email providerservices@sydneywater.com.au for guidance.

The WSC company must ensure that the WSC can, at all times, meet the accreditation criteria:

- to have a designer and verifier that meet the minimum D-W1 and D-S1 Design accreditation categories. The designer and verifier cannot be the same person
- for S-W1 and S-S1 Site accreditation categories. These can be covered by the same person.

| Water servicing coordinator company details | |
|---|--|
| Company name: | |
| ABN: | |
| Contact name: | |
| Contact number/s: | |
| Contact email: | |
| Company address: | |

| Water servicing coordinator key person details | |
|--|--|
| Name: | |
| WSC email: | |
| Contact number/s: | |

Systems access

e-Developer access

Yes

No

If you already have access to e-Developer you will need to remove your old account/s first by using the *Remove WSC key personnel change form* on our Forms website page.

SWConnect

If you need SWConnect access, please email developerconnections@sydneywater.com.au and include whether you're a FIFM Plan Coordinator (if applicable).

Also include your:

- full name
- company name
- WSC email
- phone

Tap In

If you need access to Tap in® to approve building plans, register through [Tap in®](#) online first and then please email providerservices@sydneywater.com.au confirming you have.

Sewer Service Diagram (SSD)

Please see our [contractor portal](#) to request an SSD (refer to the user guide on the portal if you are a new user. Please use your WSC email when requesting SSDs)

Capabilities

| | | as a designer | as a verifier |
|-------------|---|---------------|---------------|
| D-W1 | Water reticulation DN100-375 | | |
| D-S1 | Wastewater reticulation DN150-300 | | |
| D-RW | Recycled water DN65-375 | | |
| D-LP | Pressure sewer systems (up to 5 properties) | | |
| D-W2 | Water supply DN >375-750 | | |
| D-S2 | Wastewater collection DN >375-750 | | |
| D-SW | Stormwater | | |
| D-W3 | Steel pipelines (DN >750-1200) | | |

Type 'Y' or 'N'

As a project manager

| | | |
|-------------|---|--|
| S-W1 | Water reticulation DN100-375 | |
| S-S1 | Wastewater reticulation DN150-300 | |
| S-RW | Recycled water DN65-375 | |
| S-LP | Pressure sewer systems (up to 5 properties) | |
| S-W2 | Water supply DN >375-750 | |
| S-S2 | Wastewater collection DN >375-750 | |
| S-SW | Stormwater | |
| S-W3 | Steel pipelines (DN >750-1200) | |
| FIFM | FIFM plan coordinator | |

Type 'Y' or 'N'

Qualifications and experience

For each capability (site or design) in this application, **you must** provide adequate evidence of experience and qualification (please attach your CV and/or qualifications) as per the following table. **At least three recent (within two years)** and relevant experience examples (where the individual's role demonstrates they can perform the relevant services including an outline of their involvement in the experience examples) needs to be included as well. **Please note - you still need to meet the requirements of the [Engineering Competency Standard](#) for each Developer works case you work on.**

| Design capabilities: | | Designer capability requested: | C1 | C2 | C3 | C4 | Site capabilities: |
|------------------------|---|--|---|----|----|----|--|
| Accreditation category | | Requirements for designers | Requirements for verifiers | | | | All site capabilities require the following: <ul style="list-style-type: none"> • Confined spaces and White card certifications • Completion of FIFM plan coordinator training covering modules (if applicable): <ul style="list-style-type: none"> ○ FIFM awareness ○ FIFM coordination ○ FIFM planning & approval (WW/SW) ○ FIFM implementation (WW/SW) |
| D-W1 | Water reticulation DN100-375 | C1 classification (described in Table 2 of the Engineering Competency Standard) or higher classification | C2 classification (described in table 2 of the Engineering Competency Standard) or higher classification | C3 | C4 | C4 | |
| D-S1 | Wastewater reticulation DN150- 300 | | | | | | |
| D-RW | Recycled water DN65-375 | | | | | | |
| D-LP | Pressure sewer systems (up to 5 properties) | | | | | | |
| D-W2 | Water supply DN >375-750 | C2 classification (described in table 2 of the Engineering Competency Standard) or higher classification | C3^ classification (described in Table 2 of the Engineering Competency Standard) or higher classification | C3 | C4 | C4 | |
| D-S2 | Wastewater collection DN >375- 750 | | | | | | |
| D-SW | Stormwater | | | | | | |
| D-W3 | Steel pipelines DN >750-1200 | C2 classification (described in table 2 of the Engineering Competency Standard) or higher classification | C4 classification (described in Table 2 of the Engineering Competency Standard) | C3 | C4 | C4 | |

Please include experience in the following tables (if more space is needed please attach in a similar format):

| | |
|--|--|
| Capability category | |
| Case number / job name and date | |
| Key personnel's involvement in project | |

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| Capability category | |
| Case number / job name and date | |
| Key personnel's involvement in project | |

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| Capability category | |
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| Key personnel's involvement in project | |

I certify that this is a true and correct copy of the original, and have completed all required parts of the form