

Please Read:

BEFORE filling out the pre-registration form, please read the information below carefully.

Please print clearly and provide **all** information requested on the forms attached.

Prerequisite:

If you have not held an I-CAR Automotive Steel MIG Welding Qualification before, then you are required to complete the online self-study (ST020E) Steel GMA Welding theory course prior to the practical test. This takes approximately 1 hour to complete and is at a cost of \$52.17 + GST.

Payment and Pre-Registration:

- Pre-payment and pre-registration is required to take the Automotive Steel MIG Welding Qualification Assessment. The cost of the assessment for the first person is \$542.00 + GST. Second and subsequent registrations at the same time are \$468.00 + GST.
- Payment can be made by direct credit (I-CAR New Zealand Trust, ASB, 12-3152-0180972-00), Capricorn, or by credit card.
- Please ensure that the registered participant reads the 'Hold Harmless Agreement' on the pre-registration form.
- One to two weeks after I-CAR NZ receives your payment and pre-registration form, you will receive information outlining the ten welds required for the assessment, an I-CAR MIG welding gauge to assist you in preparing for the assessment and a pack of welding coupons for practicing purposes. The assessment is skills-driven so please make time to practice the skills required. The (ST020E) Steel GMA Welding theory course will be available for you to complete online through myI-CAR. When you have successfully passed this theory course then your on-site assessment will be done. The assessment is skills-driven so please make time to practice the skills required.

Assessment Date:

- Normally within 60 days after receiving your registration pack for the weld assessment, an I-CAR NZ welding instructor will contact you to make a date for the assessment to be completed. This assessment will be conducted at your workplace using your welder. The instructor will bring the pre-marked coupons to be welded and the welding support stand. (Please refer to the Automotive Steel MIG Welding Qualification Assessment Checklist outlining equipment and health and safety requirements).
- Participants must perform all ten welds as shown in the assessment information using the correct gauge steel coupons and the stated vertical or overhead weld position. On the assessment day the welding instructor will overview how the assessment will be carried out, then will check and advise on your practice welds done prior to doing your assessment welds. You have two opportunities for doing each of the ten welds, and then you select the best of each weld you would like destructively tested.
- A charge of \$120.00 + GST may be made if cancellation is made within 5 days of the agreed assessment date onsite. This same fee may be charged if the equipment (as outlined in the Automotive Steel MIG Welding Qualification Assessment Checklist) is not ready or useable on the day.
- The Automotive Steel MIG Welding Qualification Assessment must be completed within 6 months of payment. All assessment fees are non-refundable and will be forfeited if the assessment is not completed within this timeframe.

Retesting:

- To become qualified, all ten welds must meet the visual inspection and destructive tests. Welds that do not qualify must be redone within 6 months of the assessment date.
- Retests are \$125.00 + GST irrespective of how many welds require retesting.
- The retesting is limited, two consecutive retest failures will require performing all ten welds again.

Requalification:

- Requalification every 3 years requires a full assessment.
- The cost is the same as above.

Thank you for participating in the I-CAR Automotive Steel MIG Welding Qualification Assessment.

Post to: I-CAR New Zealand, PO Box 201 114, Auckland Airport, Auckland 2150 or **Email to:** erin@i-car.co.nz

Participant Information:

Participant Full Name: _____

Personal Email Address: _____

Personal Mobile Phone: _____

Company Name: _____

Company Street Address: _____

Company Postal Address (if different from above): _____

Company Email Address: _____

Company Phone: _____

Birth Year (please circle appropriate period):

1948-1953 / 1954-1959 / 1960-1965 / 1966-1971 / 1972-1977 / 1978-1983 / 1984-1989 / 1990-1995 / 1996-2001 / 2002-2007 / 2008-2013

Is English your first language? ☐ Yes ☐ No If no, what is? _____

Privacy Policy:

I have read and understood the contents of I-CAR NZ's privacy policy, and agree to be bound by its terms including, without limitation, those terms relating to I-CAR NZ's use and disclosure of my personal information.

Participant Signature: _____

Hold Harmless Agreement:

The undersigned participant is enrolled in the I-CAR Automotive Steel MIG Welding Qualification Assessment which is conducted by the Inter-Industry Conference on Auto Collision Repair (I-CAR). This programme offers an opportunity to demonstrate MIG welding skills under controlled conditions. It also provides an opportunity to display a certificate as evidence of having demonstrated these skills.

Because I-CAR is a not-for-profit organisation, the participant understands that it is important for I-CAR to limit its potential legal liability for events over which it has no control.

Therefore, in the event that the participant receives certification for passing the assessment, she/he hereby agrees to hold I-CAR and its trustees, assessment instructors and employees harmless against all claims and losses that may arise from the participant's acts or omissions in performing MIG welding tasks.

By filling out this form and taking this assessment, the participant understands that I-CAR NZ maintains records which may be released to industry-related parties upon reasonable request.

Participant Signature: _____ Date: _____

Payment Information (Pre-Payment is required):

Qualification Assessment ☐ \$542.00 + GST for first person

☐ \$468.00 + GST for 2nd person and subsequent registrations

Overview

1. **General:** I-CAR New Zealand Trust (**we/us/our**) acknowledges and respects the privacy of individuals. This policy sets out the way in which we collect, use, disclose, manage and protect your personal information. It is not intended to limit or exclude your rights under the Privacy Act 2020.
2. **Subject to change:** This policy is subject to change. Any changes will be effective when a notice of the change is posted on our website www.i-car.co.nz. Please check this policy periodically so that you are aware of any changes.
3. **Acceptance:** By using our services, our website and/or providing your personal information to us, you are consenting to the collection, use and disclosure of that information as set out in this policy (as amended from time to time).

What information do we collect and hold

4. **Collection of information:** We may collect and hold personal information about you through your use of our services and our website and through your registration with us (if applicable). Examples of information we may collect and hold, includes (without limitation):
 - your name, address, telephone, email address: and
 - if you have attended or booked one of our courses, any information relating to your attendance or booking, including (without limitation), the date of the course, the result of your test paper score and the expiry date of your course certification (if applicable).

This information is usually collected directly from you, but it may be provided by other parties and/or generated by your use of our services and/or our website (such as through 'cookies' which are data stored on your computer's hard drive when you use our website, or through other similar software technology).

You may choose not to provide any personal information to us, however, as a result we may not be able to provide certain services to you.

How do we use and disclose information

5. **Use of information:** The primary reason for collecting personal information about you is to assist us to provide our services and our website to you, to help us analyse the use of our services and our website, to enable us to contact you in relation to our services or our website, and to fulfill our legal obligations (if applicable). We will only collect information from you which is necessary for these purposes.
6. **Disclosure of information:** The intended recipients of any personal information we collect or hold about you, are us, our related entities, and our employees, agents and contractors (as necessary). However, we may also disclose your personal information to third parties where:
 - we are required or authorised by law to disclose such information: or
 - you have booked or attended one of our courses and that third party has paid for your course. The type of information we may provide to such third party is any information relating to your booking or attendance, including (without limitation), the date of the course, the result of your test paper score and the expiry date of your course certification (if applicable).

Access to and correction of personal information

7. **Accuracy:** We will take reasonable steps to ensure that the personal information we collect is accurate, complete and up-to date.
8. **Access and correction:** You can access and request correction of your personal information at any time. You may also request that we delete your personal information at any time. Any such requests should be made by contacting us (see below for details). Please note that there are some exceptions to your right to gain access to your information, including (without limitation) where:
 - providing access would have an unreasonable impact upon the privacy of other individuals;
 - the request for access is frivolous or vexatious;
 - the information relates to existing or anticipated legal proceedings between you and us, and the information would not be accessible by the process of discovery in those proceedings; or
 - providing access would be unlawful.

Protection of personal information

9. **Protection of personal information:** We will take reasonable measures to protect all personal information stored within our database. However, the transmission of information using the Internet is not completely secure. Accordingly, we cannot guarantee the security of data transmitted to our site and any transmission is at your own risk. You agree to keep your username and password details secure (if applicable).
10. **Other sites:** We may provide links on our website to other sites. If you use these links, you will leave our website, and we will not be responsible for the content of such sites or their usage of your personal information. We recommend that you check the privacy policies of such sites before providing any personal information.

Contact us

11. **Further information:** Please contact us if you:
 - wish to discuss any privacy issues; or
 - have any concerns regarding your personal information.

Our contact details are listed in the 'Contact' section of our website www.i-car.co.nz.

AUTOMOTIVE STEEL MIG WELDING QUALIFICATION ASSESSMENT CHECKLIST

Thank you for your interest in participating in the I-CAR Automotive Steel MIG Welding Qualification Assessment. Taking this action is a meaningful step in your professional growth in the collision repair industry.

Please provide the following items for the weld assessment participant.

At each station:

- Approved fire extinguisher (with current tag)
- MIG welder - 1 machine for each participant
- Welding screen or welding blankets for protection (if required)
- A magnifying lens for welding helmet to improve vision (if required)

Please respond to the following questions:

A sturdy mounted vice is required ☐ Yes

An accessible work table is required ☐ Yes

Do you have the following personal safety gear for each participant:

Welding helmet (shade adjusting) ☐ Yes ☐ No Safety glasses ☐ Yes ☐ No

Leather gloves ☐ Yes ☐ No Safety footwear ☐ Yes ☐ No

Overalls / Welding jacket ☐ Yes ☐ No

Do you have the following spare replacement parts that may require replacement during the qualification assessment:

☐ contact tips ☐ shielding gas ☐ welding wire ☐ new plastic lens cover for welding helmet

Welding wire type: ☐ Steel ER70S-6 – 0.6mm diameter (**NOT** 0.8mm)

Shielding gas type: ☐ Steel (75% Argon / 25% CO² mix or similar)

MIG welder brand & model that you will use for the test: _____

Do you believe your welding equipment that will be used for I-CAR NZ training and testing is capable of successfully completing the Automotive Steel MIG Welding Qualification Assessment? (Equipment servicing by an authorised dealer may be considered) ☐ Yes ☐ No

Registration Policy

Your commitment:

- To have practiced and destruction tested these welds
- Have checked the equipment as per above
- Commit to retesting if required

I-CAR New Zealand commitment:

- Arrange for a Welding Instructor to visit and oversee the test
- Do this in a timely manner (normally within 90 days)

Company Name

Date

Participant Name

Participant Signature

Post to: I-CAR New Zealand, PO Box 201 114, Auckland Airport, Auckland 2150 or **Email to:** erin@i-car.co.nz

By registering for and/or attending I-CAR NZ training, all parties agree to comply with the terms and conditions of the New Zealand Privacy Act 2020.

A charge of \$120.00 + GST may be made if cancellation is made within 5 days of the agreed assessment date onsite. Also this same fee may be charged if the above equipment is not ready or useable on the day.

The Automotive Steel MIG Welding Qualification Assessment must be completed within 6 months of payment. All assessment fees are non-refundable and will be forfeited if the assessment is not completed within this timeframe.