



2024 Nomination Form *Architects Regulation 2017*

Schedule 1 – Election of architects to the Board

Who can nominate?

Any person who is an architect as at the beginning of the day on which a notice of an election is published on the NSW ARB website (ie. Monday, 22 July 2024) is eligible for nomination as a candidate at the election and is also qualified to nominate a candidate for election.

How to nominate?

An architect must be nominated by at least 2 architects (other than the candidate), and this form must be returned completed by Monday, 19 August 2024 to registrar@architects.nsw.gov.au

Candidate details

First name	Last name
_____	_____
Any other names known by	NSW architect registration number
_____	_____
Date of birth (day/month/year)	Residential address (must not be PO Box) Unit/Street number and name
_____	_____
Suburb	Postcode
_____	_____
Phone number	Email address
_____	_____

Nomination by a NSW registered architect

First name	Last name
_____	_____
NSW architect registration number	Signature
_____	_____

Nomination by a NSW registered architect

First name	Last name
_____	_____
NSW architect registration number	Signature
_____	_____

Consent and declaration by the candidate

- I consent to being nominated for election to the Board.
- I consent to my personal information being used to conduct the following probity searches to confirm my fitness for a Board appointment:
- ASIC *Banned and Disqualified Register*
 - ASIC *Enforceable Undertakings Register*
 - Australian Financial Security Authority *National Personal Insolvency Index*
 - Social media (Facebook, LinkedIn, Twitter, Instagram)
 - ICAC Investigations Reports of adversely named individuals.
- I undertake to submit to the NSW ARB a copy of my Digital National Police Certificate by Monday, 2 September 2024 (see below for more information about applying for a National Police Check).
- I understand that there is no requirement for me to provide my personal information to the NSW ARB, yet if I do not provide all personal information, and do not consent to probity searches, and do not submit a National Police Check, my nomination will be unable to proceed.
- I have included details of any findings under Part 4 of the *Architects Act 2003* made against me by the Board in the past two years in my candidate statement.
- I declare that all the information I have provided in conjunction with my nomination as a candidate for election to the Board is true and correct.

Signature of the candidate

Requirement for all candidates to complete a National Police Check

All candidates must apply for a National Police Check (“Name and Date of Birth Check”) and submit a copy of the Digital National Police Certificate by Monday, 2 September 2024 by email to the Registrar at registrar@architects.nsw.gov.au

You should apply for a National Police Check as soon as you agree to be nominated, noting that the processing time may take up to 15 business days.

To apply, go to https://portal.police.nsw.gov.au/s/policecheck-definition?reportType=CP_PoliceCheck

(Apply as an “INDIVIDUAL”. Answer “No” to the first two questions, then “Yes” to “Are you a resident of NSW?” and then select the option of “Name and Date of Birth Check”.)

You will be reimbursed for the cost of the National Police Check (currently \$54.50) when you provide the NSW ARB with the receipt.

Please beware of copycat sites and commercial providers if you Google ‘National Police Check’ as these may be listed in your search results ahead of the legitimate nsw.gov.au. Please ensure you apply through the legitimate NSW Government site.

Candidate statement

A candidate seeking nomination must provide a statement to be used for the candidate information sheet. The text should include details of your:

- professional standing
- suitability for election, and
- ability to carry out the functions of the Board.

The text should also include details of any findings under Part 4 of the *Architects Act 2003* made against you by the Board in the past two years.

The statement must be accurate and not misleading and must not exceed 200 words in length.

Please be aware that the Returning Officer may reject information if it is not suitable for inclusion. The Returning Officer must give you notice that the information is rejected, and an explanation as to why the information is not suitable for inclusion, and 7 days in which to provide information that is suitable for inclusion. If you do not provide information that the Returning Officer considers to be suitable for inclusion within those 7 days, no information about you will be included in the candidate information sheet.

Also be aware that the Returning Officer may reject your nomination based on the outcome of any probity searches carried out that affect your professional standing, suitability for election or ability to carry out the functions of the Board. The Returning Officer may also reject your nomination on the basis your candidate statement contains details of conduct that demonstrates you are unsuitable for election, or unable to carry out the functions of the Board.