How to submit this form

This submission form can be used to provide your feedback on the Ministry of Business, Innovation and Employment’s (MBIE’s) consultation on proposed rules for the MCM scheme for modular component manufacturer.

Please send us your completed form by **5pm on 7 July 2022**.

When completing this submission form, please provide comments and reasons explaining your choices. Your submission may respond to any, or all of the proposed rules. Where possible, please include evidence to support your views – for example, references to independent research, facts and figures, or relevant examples.

Your feedback provides valuable information and informs decisions about the proposed scheme rules. We appreciate your time and effort in responding.

* You can provide your feedback by completing a survey online via [www.mbie.govt.nz/have-your-say](http://www.mbie.govt.nz/have-your-say) or
* You can download a form at [www.mbie.govt.nz/have-your-say](http://www.mbie.govt.nz/have-your-say) and either:
  + email the completed form to:   
    [building@mbie.govt.nz](mailto:building@mbie.govt.nz) with the subject line **‘MCM consultation 2022’,** or
  + post it to:

**MCM consultation 2022**

Building System Performance

Building Resources and Markets

Ministry of Business, Innovation and Employment

PO Box 1473, Wellington 6140

New Zealand

If you have any questions about the submissions process, please email us at [building@mbie.govt.nz](mailto:building@mbie.govt.nz)

**Use and release of information**

The information provided in submissions will contribute to MBIE’s development of the MCM scheme rules. We may contact submitters directly if we require clarification of any matters in submissions.

Your submission will also become official information, which means it may be requested under the Official Information Act 1982 (OIA). The OIA specifies that information is to be made available upon request unless there are sufficient grounds for withholding it. If we receive a request, we cannot guarantee that feedback you provide us will not be made public. Any decision to withhold information requested under the OIA is reviewable by the Ombudsman.

Please set out clearly in the cover letter or email accompanying your submission if you have any objection to the release of any information in the submission and, in particular, which parts you consider should be withheld and reasons for withholding this information. MBIE will take such objections into account and consult with submitters when responding to requests under the OIA.

**Private information**

The Privacy Act 1993 establishes certain principles with respect to the collection, use and disclosure of information about individuals by various agencies, including MBIE. Any personal information you supply to MBIE in the course of making a submission will only be used for the purpose of assisting in the development of the MCM scheme rules. Please clearly indicate in the cover letter or email accompanying your submission if you do not wish your name or any other personal information to be included in any summary of submissions that MBIE may publish.

# Submitter information

MBIE would appreciate if you would provide some information about yourself in the section below. If you choose to do so, this information will be used to help MBIE understand the impact of our proposals on different occupational groups. Any information you provide will be stored securely.

## Your name, email address, phone number and organisation

|  |  |
| --- | --- |
| Name: |  |

|  |  |
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| Organisation: |  |

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| Email address: |  |

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| Phone number: |  |

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|  | The Privacy Act 2020 applies to submissions. Please tick the box if you do **not** wish your name or other personal information to be included in any information about submissions that MBIE may publish. |
|  | MBIE may upload submissions, or a summary of submissions received to MBIE’s website at [**www.mbie.govt.nz**](http://www.mbie.govt.nz). If you do **not** want your submission or a summary of your submission to be placed on our website, please tick the box and type an explanation below: |

|  |
| --- |
| *I do not want my submission placed on MBIE’s website because…* [insert reasoning here] |

## Please check if your submission contains confidential information

|  |  |
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|  | I would like my submission (or identifiable parts of my submission) to be kept confidential and **have stated** my reasons and ground under section 9 of the Official Information Act that I believe apply, for consideration by MBIE. |

|  |
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| [insert response here] |

# Questions

## Part 1: Preliminary provisions

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| Part 1 of the scheme rules sets out preliminary provisions, including relevant definitions. |

1. Do you have any comments on the definitions in Part 1: Preliminary provisions?

|  |
| --- |
| [insert response here] |

## Part 2: Accreditation body requirements

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| --- |
| Rules for the MCM accreditation body include a requirement to notify MBIE of any proposed limitations to a certification body’s scope of accreditation; to conduct an audit on an accredited certification body if requested by MBIE (outside its usual surveillance cycle); and to provide MBIE with reports regarding its assessments, audits and investigations of certification bodies.  Rules have also been proposed to provide operational detail on how the accreditation body should review a certification body’s policies, procedures and systems when undertaking a surveillance audit of a certification body. |

1. Do you think the notification requirements will provide MBIE with appropriate oversight over the performance of accredited certification bodies? If not, what changes do you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Are the surveillance audit requirements sufficient to ensure a certification body has correctly implemented the policies, procedures and systems required for the scheme? If not, what changes do you suggest?

Yes, I agree  No, I disagree Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you have any other comments on the rules in this Part?

|  |
| --- |
| [insert response here] |

## Parts 3 and 4: MCM certification body requirements

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| --- |
| Part 3 of the scheme rules contains proposed rules for MCM certification bodies including some of the operational detail needed to support the Building Act and the Regulations.  Part 4 covers the ongoing, detailed requirements that a certification body must continue to meet and maintain once accredited. |

### General requirements

1. Are the specified technical competencies clear and workable? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you think the notification rules related to registration requirements provide MBIE with sufficient oversight over certification bodies?   
     
    Yes, I agree  No, I disagree Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you have any other comments on the rules in the general requirements section?

|  |
| --- |
| [insert response here] |

### Evaluation Pre-evaluation and risk assessments

1. Are the definitions of modular component type, sub-type, risk likelihood, and consequence (in Table 1) appropriate for use in the risk assessment? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Are there any other factors you think we should add to Table 1 or any you do not think should be there?

|  |
| --- |
| [insert response here] |

#### Preparing the evaluation plan

1. Do you agree with the proposed rule for developing an evaluation methodology?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Is there anything you would change to this wording?

|  |
| --- |
| [insert response here] |

Evaluating the modular component manufacturer

1. Are the requirements for quality plans and quality management systems thorough enough? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you have any other comments on the rules in this section?

|  |
| --- |
| [insert response here] |

Nonconformities identified during evaluation

1. Are the three levels of nonconformity, required actions and timeframes for correction appropriate for evaluative purposes? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

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| --- |
| [insert response here] |

#### Conducting site audits

1. Is the rule relating to remote site visits clear and workable? If not, what do you suggest?

Yes, I do  No, I do not  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Is the rule relating to installation audits clear and workable? Do you have any suggested changes?

Yes, I agree  No, I disagree  Not sure/no preference

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| --- |
| [insert response here] |

#### Evaluation report, review and certification decision

1. Do you have any other comments on the rules relating to evaluation?

|  |
| --- |
| [insert response here] |

#### Audits, surveillance and inspections

1. Do you think the required actions and timeframes for CARs are robust enough?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you have any other comments on the rules in this section?

|  |
| --- |
| [insert response here] |

## Part 5: Modular component manufacturer certification requirements

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| --- |
| The proposed rules for modular component manufacturers are designed so a manufacturer can demonstrate its ability to consistently manufacture modular components that will meet customer requirements and regulatory obligations. |

1. Are the requirements for quality plans and quality management systems thorough enough? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Are the specified technical competencies required for a manufacturer clear and workable? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

## Part 6: Certified modular component manufacturer requirements

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| --- |
| This Part covers the requirements for certified MCM’s, which includes making sure that the modular components identified in its scope of certification continue to be manufactured in accordance with the quality plan and that the MCM’s processes and quality management system are effectively implemented. |

1. Do you agree with the proposed rules for quality plans and quality management systems? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Are the ongoing staff training and competency requirements clear and workable? If not, what changes would you suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

1. Do you think the requirements for written records and notifications provide sufficient oversight? Is there anything else you would suggest?

Yes, I agree  No, I disagree  Not sure/no preference

|  |
| --- |
| [insert response here] |

Appendix 1: The MCM scheme framework

1. Are there any other comments on the rules that you would like to add?

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| --- |
| [insert response here] |

Thank you again for your time in responding to this consultation.