

eNotice Guide (Plumbing)

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Plumbers Obligations for Major Plumbing Work

Major Plumbing Work includes the installation, alteration or extension of water supply plumbing, sanitary plumbing, and/or drainage plumbing. Work involving new or replacement water heaters and backflow prevention devices is also Major Plumbing Work.

Major Plumbing Work Lodgement Process

1. Notice of Intention (NOI)

- A Notice of Intention is required to be submitted at least 24 hours prior to commencing major plumbing work.

2. Notification of Drainage Work Completed (Drainage Notification)

- A Notification of Drainage Work Completed (Drainage Notification) is required to be submitted by 4:30pm Wednesday of the week following completion of Major Drainage Plumbing.

3. Certificate of Compliance (COC)

- A Certificate of Compliance is required to be submitted within 5 working days of completion of the plumbing work.

Plumbers Obligations for Minor Plumbing Work

All Minor Plumbing Work completed from 1st January 2020 will require a record of the job and work details to be maintained and retained at the Licensed Plumbing Contractor's place of work for at least 6 years from the date the work is completed. For more information, please go to <https://www.wa.gov.au/government/publications/reporting-minor-plumbing-work>.

eNotice Login Page



Department of Local Government,
Industry Regulation and Safety



eNotice uses the same portal for multiple industries including Electricity, Gas, and Plumbing. You can easily access eNotice by using the following shortlink: <https://esenote.commerce.wa.gov.au/>

Click “Register for eNotice” if you have yet to register your Plumbing Contractors licence in eNotice.

Welcome to eNotice Building and Energy Division

User ID *

Licence number followed by initials

eg. GF123AB, PL123AB, EW123AB, EC123AB

Password *

Show Password

Please note that you need to register / login under each of your licences.

Login

OR

Register for eNotice

Forgot Password

Help



Click “Forgot Password” if you are having issues logging in with an existing User ID. This process will allow you to set a new password for your eNotice User ID.

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First-time Registration for eNotice



Department of Local Government,
Industry Regulation and Safety



Register for eNotice

Licence Number *

Including letters and numbers (excluding leading zeros)
eg. GF123, PL123, EW123, EC123

PL123

Registered Email Address *

test.email@lgirs.wa.gov.au

First Name *

Alex

Surname *

Tester

Your registered email address is on file with Building and Energy Division. If this is unknown to you or is not on file with Building and Energy Division, you will not be able to perform this registration. [Contact Building and Energy Division](#)

To safeguard your details held by Building and Energy Division, you need to request a temporary security code which will be sent to you immediately upon request.

This code will be sent to your registered mobile phone number or registered email address.

Request Security Code

Back

Enter your Licence Number without initials at the end and no leading zeros.

The name entered must be the Plumbing Contractor's name associated with the Licence Number.

Your email address must match the details registered with Building and Energy under your licence. To update any of your Contact Details, you can do this online using the following link: <https://dmirs.wa.gov.au/be/changeofcontact> Alternatively, you can contact Building and Energy's Plumbers Licensing team.

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Security Code



Department of Local Government,
Industry Regulation and Safety



The mobile number associated with your licence will receive an SMS containing a security code. Once entered in the first field, create a password containing the minimum criteria and accept the Terms & Conditions to complete registration.

Confirm eNotice Registration

Licence

Registered Email Address

Name

Alex Tester

A security code has been sent to [REDACTED]. Please enter this value below.

894718

Your password must be at least eight characters in length, contain at least one uppercase character, one lowercase character and one number.

New Password *

Confirm New Password *

☒ I accept the [Terms & Conditions](#) of use.

Submit

Back

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NOTE: If you have no mobile number registered against your licence with Building and Energy, the security code will be sent to your registered email address instead.

eNotice Main Menu (Part 1)



[“Checkout”](#) is only shown when you have items pending payment. You can lodge multiple jobs together with a single payment, however you are still required to comply with the Plumbers Licensing and Plumbing Standards Regulations 2000 in relation to prescribed lodgement times. If you have unpaid items in Checkout for over 7 days, you will receive a warning requesting to make payment.

[“New Emergency NOI/COC”](#) is for lodging emergency jobs. This will lodge both the Notice of Intention and Certificate of Compliance in a single submission.

[“Notify Rectification Completed”](#) is used to notify the relevant Plumbing Inspector when work subject to a Rectification Notice has been completed as requested.

[“Past Lodgements”](#) is a record of all lodgements and receipts generated in eNotice under your licence number. You can use this to download certificates, locate outstanding jobs, request refunds, and continue lodgements.

[“Drafts”](#) is only shown when you have saved drafts of incomplete lodgements or DPD Resubmission Requests. Drafts can be useful for storing details of a job to be lodged later or for authorised users to prepare the details for the Plumbing Contractor to lodge. You will need to edit or delete these drafts in order to complete or remove these jobs.

[“Notify Drainage Work Completed”](#) is required when Major Drainage Plumbing has been certified on your Notice of Intention and you have completed the drainage section of work. You can also use this section to add Major Drainage Plumbing to your Notice of Intention.

[“New \(from existing\)”](#) is used to copy details from an existing Notice of Intention lodged under your licence or a Gas Notice of Completion lodged under your licence or another to create a new Notice of Intention or Emergency NOI/COC where property and/or work details are similar.

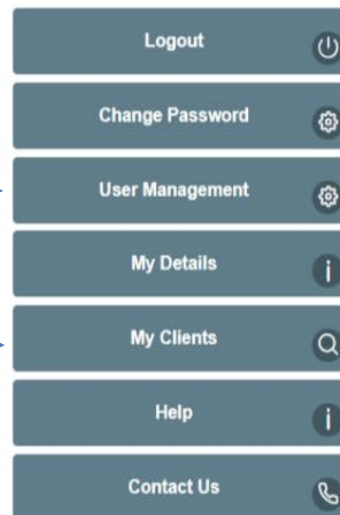
eNotice Main Menu (Part 2)



Welcome to eNotice

[Alex Tester](#)

Licence Active - Expiry Date 10/07/2025



[“User Management”](#) allows you to create new users under your licence who have their own User ID login. While you can set several permissions for these users to perform certain tasks, only the Plumbing Contractor can lodge a Certificate of Compliance.

[“My Clients”](#) allows you to set up frequently used clients which can prefill details for you when lodging your Notice of Intention and Certificate of Compliance.

On the Main Menu, the logout button is used as an internal refresh for eNotice which can be more effective than a browser refresh.

[“My Details”](#) is used to check the details registered under your licence with Building and Energy. If any details are incorrect, you can use “Change Contact Details” to update this online.

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Lodge Notice of Intention

Installation Location

Lodge Notice of Intention

Installation Location

Lot Number

108

Strata Lot Number

2

Unit Number

Street Number

67A

Street *

Shepherd St

Locality *

Beaconsfield

Postcode

6162

Directions – Please provide sufficient information (nearest corner, landmark etc.)

Carr St

GPS Location (eg. -31.958982, 115.858458)

Next

Save Draft

Cancel

“Strata Lot Number” refers to the subdivided lot number for Strata Titles and should not be confused with “Lot Number” which refers to the primary lot number for the site.

“Directions” is used to provide further information for the address, such as nearest corner street(s) or directions if an address is difficult to locate.

NOTE: When providing coordinates which are obtained manually, it is recommended to add this in the Directions field as the GPS Location requires very specific formatting to be accepted.

“GPS Location” is used to obtain the coordinates of the installation address. If you are at the site address while lodging your Notice of Intention, click this button to obtain your current coordinates.

Validate Address



Unable to validate address provided.
Either select from list below.

67 Shepherd St, Beaconsfield, WA, 6162

67A Shepherd St, Beaconsfield, WA, 6162

67B Shepherd St, Beaconsfield, WA, 6162

Or select address below.

LOT 108 67C SHEPHERD ST BEACONSFIELD 6162

Previous

All addresses are validated through Landgate. If an address does not match Landgate records, a list of suggested addresses will be displayed in the top section. If this address is correct, you can use the validated address to automatically populate the GPS Location and ensure correct address formatting.

If the suggested addresses do not match the site address, you may select your manual entry in the bottom section to proceed with lodgement using a non-validated address.

NOTE: You will need to ensure a Postcode has been entered in the previous screen when using a non-validated address.

Lot Numbers and Strata Lot Numbers entered in the previous screen will still be retained and carried over even if they are not displayed in the suggested address.

Notice Detail



“Standard” refers to a Notice of Intention for regulated Major Plumbing Work which complies with the Plumbing Standards.

Standard

Performance Solution

Save Draft

Previous

Cancel

“Performance Solution” refers to a Notice of Intention for regulated Major Plumbing Work which deviates from the Plumbing Standards while complying with the Performance Requirements, rather than a Deemed-to-Satisfy solution.

NOTE: This incurs an additional lodgement fee and requires supporting documentation which will be reviewed by a Plumbing Inspector.

Type of Work



Commercial and Transportable Building requires a “Building Name” or a “Transportable Building Identification Number” respectively.

NOTE: Building Name refers to a Point of Interest such as a school, shopping centre, reserve name etc.

Minor Drainage Plumbing refers to the maintenance, repair or replacement of existing underground drainage. This should only be used in conjunction with other Types of Work which are considered Major Plumbing Work.

NOTE: Above-ground/elevated drainage plumbing work is classed as Sanitary plumbing work.

Description of Installation *

☐ Residential

☒ Commercial

☐ Transportable Building

Building Name *

If not available / unknown please enter 'Unknown'.

Beaconsfield Primary School

Directions – Please provide sufficient information (nearest corner, landmark etc.)

Carr St

Type of Work *

If you need to submit a **drainage plumbing diagram** upon completion of drainage work, please select **MAJOR DRAINAGE PLUMBING**.

☐ Backflow Prevention

☒ Cold Water Plumbing

☒ Heated Water Plumbing

☒ Major Drainage Plumbing - Including Sewer Junction, Property Connection and Cut & Seal

☐ Minor Drainage Plumbing - Maintenance, repair or replacement of existing drainage ONLY

☒ Sanitary - Includes above-ground / elevated drainage

☒ Water Heater

Description of Work *

☐ Alteration

☐ Fire Services

☒ Installation

☐ Prelay

☐ Repair Work

☐ Replacement

☐ Sewer Conversion

☐ Sewer Cut and Seal

☐ Sewer Junction and Property Connection Pipework

☐ Trade Waste

☐ Vacant Strata Lot(s)

Work Description

Next

Save Draft

Previous

Cancel

Major Drainage Plumbing refers to the installation of new underground drainage or the alteration/relocation of existing underground drainage (including Sewer Cut and Seal demolition jobs). This work requires a Notification of Completed Drainage Work and a Drainage Plumbing Diagram to be submitted.

NOTE: You will not have the option to select Major Drainage Plumbing if you do not have a licence which allows for Drainage Plumbing work.

NOTE: Depending on the Type of Work indicated above, more options become available in Description of Work (e.g. Sewer Cut and Seal becomes available once Major Drainage Plumbing is selected).

Work Details



New Installation Fees are required when sanitary fixtures are intended to be installed under a new roofline (upwards or outwards) or as part of a new building or new transportable building.

Estimated Commencement/Completion Dates are optional, however it is encouraged to enter these dates when possible.

Are sanitary fixtures being installed in a new building or new transportable building? *

Have fixture installation fees for this job already been paid for against another Notice or Certificate? *

Estimated Number of Fixtures to be installed *
Total number of fixtures including WCs.

Estimated Number of WCs to be installed *
If no WCs installed, please enter 0.

Estimated Commencement Date

Estimated Completion Date

If New Installation Fees for this job have already been paid by another plumber, you can select “Yes” and enter the Notice Number (or enter “Unknown” if not known) to avoid making unnecessary additional payment.

NOTE: You may be contacted for payment of New Installation Fees if the required fees have not been paid previously.

NOTE: Fixture Details are only displayed when certifying Sanitary as a Type of Work in the previous screen.

Contact Details



You are required to enter at least one Name for Owner/Occupier or Builder/Client, along with one Contact Method (Phone Number or Email Address).

NOTE: Entering an Email Address for the Owner/Occupier and/or Builder/Client will automatically provide them with a copy of the Certificate of Compliance once lodged. If you wish to provide the Certificate of Compliance manually, enter a Phone Number instead of an Email Address.

Please enter at least one of the following contacts.

Owner/Occupier
Name
<input type="text"/>
Phone Number
<input type="text"/>
Email Address
<input type="text"/>

Builder/Client
Name
<input type="text" value="B1 Homes"/>
Phone Number
<input type="text" value="9261 3131"/>
Email Address
<input type="text" value="example@b1homes.com.au"/>

Next

Save Draft

Previous

Cancel

NOTE: If you frequently use the same Owner/Occupier(s) or Builder/Client(s), you can add them in the [“My Clients”](#) page. After a client has been added, you can begin typing the client’s name in the “Name” field and a suggestion of the client’s name will appear below. When clicked, all saved details from the “My Clients” page will be populated.

Review and Certify

I wish to give notice that at the address below I intend to carry out the plumbing work described as follows:
Please review that all details are correct.
Use Previous button at bottom of page or Edit icon to correct.

Location of Installation

Builder/Client Name
B1 Homes (9261 3131, example@b1homes.com.au)

Location
LOT 108 SL 2 67A SHEPHERD ST BEACONSFIELD 6162
Beaconsfield Primary School
Carr St
-32 06953965, 115 77617883

Notice Detail

Notice Category
Standard

Work Type

Description of Installation
Commercial

Type of Work
Cold Water Plumbing, Heated Water Plumbing, Major Drainage Plumbing, Sanitary, Water Heater

Description of Work
Installation

Work Details

Are sanitary fixtures being installed in a new building or new transportable building?
Yes
Have fixture installation fees for this job already been paid for against another Notice or Certificate?
No

Estimated Number of Fixtures to be installed
9

Estimated Number of WCs to be installed
2

Estimated Commencement
1/7/2025

Estimated Completion
1/7/2026

Plumber Details

Name

Licence Number

☒ I SHALL ENSURE THAT THE PLUMBING WORK SPECIFIED ON THIS NOTICE WILL BE CARRIED OUT IN ACCORDANCE WITH THE REQUIREMENTS OF THE PLUMBERS LICENSING AND PLUMBING STANDARDS REGULATIONS 2000

Do you want to be emailed a copy of Notice of Intention PDF?

Yes

No

A copy of the PDF Notice of Intention will be sent to the following Plumber email address(es)

Note: Other copies can be sent by entering email address(es) below (separated by a comma).

Your Job Reference

Payment of \$97.00 is required for this Notice of Intention to be considered as lodged in accordance with the requirements of the Plumbers Licensing and Plumbing Standards Regulations 2000.
Add to cart if you have more purchases, or checkout if you want to pay.

Add to Cart

Checkout

Save Draft

Previous

Cancel

s certified,
containing
a pre-filled
plate.

of Intention to the
the Main Menu.
ady to pay for your

not lodged until

"Checkout" will add
Checkout page and
processing. You ca
for and lodge your

When Major Drainage Plumbing is certified, either option will send an email containing your Notice of Intention PDF and a pre-filled Drainage Plumbing Diagram Template.

“Add to Cart” will add your Notice of Intention to the Checkout page and return you to the Main Menu. You can use this if you are not ready to pay for your Notice of Intention at this stage.


NOTE: Your Notice of Intention is not lodged until payment has been processed.



“Checkout” will add your Notice of Intention to the Checkout page and jumps there for payment processing. You can use this if you are ready to pay for and lodge your Notice of Intention immediately.

Checkout

Pay and Lodge



The following items are currently in your cart.
Please select the items you wish to purchase and enter payment details.
Use **Pay** button at bottom of page or **Remove from Cart** icon  to return to draft status.

Shopping Cart			
<input type="checkbox"/>	Select All		
<input checked="" type="checkbox"/>	Notice of Intention - P260525 (9 fixtures) Beaconsfield Primary School LOT 108 SL 2 67A SHEPHERD ST BEACONSFIELD	\$99.50	
<input type="checkbox"/>	Notice of Intention - P260531 Mason Bird Building 303 SEVENOAKS ST CANNINGTON	\$26.50	

Total price **\$99.50**.



Please enter email address(es) to send a copy of the PDF receipt to *
Other copies can be sent by entering email address(es) below (separated by a comma).

test.email@lgirls.wa.gov.au

Your Payment Reference

Pay \$99.50


Back to Main Menu

Remove from Cart  will remove the job from your Checkout page and place it in your [Drafts](#). To permanently discard the job, you must also go through Drafts and press Delete  again.


Pressing the "Pay" button will take you to the Payment Portal to securely process your payment. You can use this facility to save card details for future use, allowing you to process payments quickly and easily without the need to enter your details each time.

Lodge Notify Drainage Work Completed

Work Status



Lodge Notify Drainage Work Completed
Work Status



This is only to notify that drainage work is completed.
Once all plumbing work is completed and all tests required have been carried out, a Certificate of Compliance must be submitted.

NOI Notice Number*

P260525

Comments

Drainage Work Completion Date (last date work was carried out)*

4/7/2025

Next

Cancel

If you did not certify Major Drainage Plumbing on your Notice of Intention when required, you can enter the Notice Number in this screen to add Major Drainage Plumbing to your Certificate of Compliance.

NOTE: Major Drainage Plumbing cannot be removed from your Certificate of Compliance once a Drainage Notification has been lodged.

The “Drainage Work Completion Date” should reflect the last date Major Drainage Plumbing work was completed.

NOTE: If you are working on a job which involves multiple stages, you can submit multiple Drainage Notifications where the Drainage Work Completion Date reflects the date that stage of drainage work was complete. It is recommended to add further details in the Comments section (e.g. “Stage 1 works complete”).

Select ‘Notify Drainage Work Completed’ on the [Main Menu](#) each time to submit separate Drainage Notifications.

Installation Location



Lodge Notify Drainage Work Completed P260525
Installation Location



During the Drainage Notification, you will not be able to amend the Installation Location as this reflects the details entered on the Notice of Intention. If the address requires corrections, you will be able to update this when lodging the Certificate of Compliance.

Lot Number

108

Strata Lot Number

2

Unit Number

Street Number

67A

Street *

SHEPHERD ST

Locality *

BEACONSFIELD

Postcode

6162

Directions – Please provide sufficient information (nearest corner, landmark etc.)

Carr St

GPS Location (eg. -31.958982, 115.858458)

-32.06953985, 115.77617883

Next

Save Draft

Previous

Cancel

Drainage Details (Part 1)



Please upload Drainage Plumbing Diagram(s) - Optional.
Please note there is no requirement to upload Drainage Plumbing Diagram(s) at this stage.
These diagrams will not be available for purchase until COC has been lodged.
A maximum of 10 diagrams can be uploaded.
Each diagram cannot exceed 10 megabytes.
Accepted file types are: JPEG, JPG, PDF, PNG.
Drainage Plumbing Diagrams must be in the approved form. For more information please refer to the [Drainage Plumbing Diagrams Guidelines](#).

To upload your Drainage Plumbing Diagram(s), click “Upload”, locate the file for your diagram, then click “Open”. Alternatively, drag and drop the file into the box below the Upload button.

NOTE: When accessing eNotice from a mobile device with a camera, you will also have the option to take a photo of your DPD after pressing the Upload button.

Upload

Drop Files Here

Note: Multiple files can be uploaded.

Next



Save Draft


Previous

Cancel



NOTE: Uploading a Drainage Plumbing Diagram at this stage is optional, however this will carry over to your Certificate of Compliance and you will not need to upload another diagram unless further amendments are made.


Drainage Details (Part 2)

**Lodge Notify Drainage Work Completed P260525**
Drainage Details

 Draft Notify Drainage Work Completed successfully saved.
The notice number is P260525.

Please upload Drainage Plumbing Diagram(s) - Optional.
Please note there is no requirement to upload Drainage Plumbing Diagram(s) at this stage.
These diagrams will not be available for purchase until COC has been lodged.
A maximum of 10 diagrams can be uploaded.
Each diagram cannot exceed 10 megabytes.
Accepted file types are: JPEG, JPG, PDF, PNG.
Drainage Plumbing Diagrams must be in the approved form. For more information please refer to the [Drainage Plumbing Diagrams Guidelines](#).

 DPD - 67A Shepherd St, Beaconsfield (P260525) 

 Upload

Drop Files Here

Note: Multiple files can be uploaded.

☒ I CERTIFY THAT THIS PLAN ACCURATELY SHOWS THE LAYOUT AND DIMENSIONS OF THE DRAINAGE PLUMBING INSTALLED BY ME OR UNDER MY GENERAL DIRECTION AND CONTROL.

Next


Save Draft

Previous

Cancel


Once your Drainage Plumbing Diagram has been uploaded, the Drainage Notification will be saved as a Draft. If you do not lodge the Drainage Notification at this time, you will need to locate this in your Drafts page to continue.

You can use Download  to preview what was uploaded.

If you have uploaded the incorrect file, Delete  will allow you to remove this.

NOTE: After a diagram has been lodged with a Drainage Notification, it cannot be deleted. Your diagram will be received and reviewed by Building and Energy once the Certificate of Compliance has been lodged. Additional diagrams can be uploaded with the Certificate of Compliance if necessary.

Review and Certify


I WISH TO GIVE NOTICE THAT THE DRAINAGE PLUMBING WORK IS READY FOR INSPECTION:
Please review that all details are correct.
Use **Previous** button at bottom of page or **Edit** icon  to correct.

Location of Installation



Builder/Client Name
B1 Homes (9261 3131, example@b1homes.com.au)

Location
LOT 108 SL 2 67A SHEPHERD ST BEACONSFIELD 6162
Beaconsfield Primary School
Carr St
-32.06953985, 115.77617883

Work Details

Drainage Work Completion Date (last date work was carried out)
4/7/2025 

Drainage Diagrams

 DPD - 67A Shepherd St, Beaconsfield (P260525) 


Plumber Details

Name

Licence Number

☒ **I CERTIFY THAT THE DRAINAGE PLUMBING WORK HAS BEEN TESTED AND COMPLIES WITH THE REQUIREMENTS OF THE PLUMBERS LICENSING AND PLUMBING STANDARDS REGULATIONS 2000.**

Your Job Reference

Uploaded Drainage Plumbing Diagrams will be displayed here. You can use Download  to preview what was uploaded prior to lodging.

Lodge Notification


Save Draft


Previous

Cancel

Lodge Certificate of Compliance

Work Status

 Lodge Certificate of Compliance
Work Status



NOI Notice Number *

P260525

Work Status *

☐ No work has commenced

☐ Work commenced but will not be completed

☒ Work completed


☐ Work completed but commenced by another

☐ Work completed but different to that certified on NOI

Comments

Completion Date (last date work was carried out) *

10/7/2025




Next

Cancel

Installation Location



Lot Number	<input type="text" value="108"/>
Strata Lot Number	<input type="text" value="2"/>
Unit Number	<input type="text"/>
Street Number	<input type="text" value="67A"/>
Street *	<input type="text" value="SHEPHERD ST"/>
Locality *	<input type="text" value="BEACONSFIELD"/>
Postcode	<input type="text" value="6162"/>
Directions – Please provide sufficient information (nearest corner, landmark etc.)	<input type="text" value="Carr St"/>
GPS Location (eg. -31.958982, 115.858458)	<input type="text" value="-32.06953985, 115.77617883"/> 

Next

Save Draft

Previous

Cancel

If there are any errors to be corrected with your Installation Location, this will be your last chance to update these details. If the address vastly differs from what was entered on the Notice of Intention, you may be contacted to provide a reason for this change.

Work Details



If the Number of Fixtures certified on your Notice of Intention differ from what was installed, you can update these details here. You may be required to pay additional fees upon lodgement if you have installed more sanitary fixtures.

Are sanitary fixtures being installed in a new building or new transportable building? *

Have fixture installation fees for this job already been paid for against another Notice or Certificate? *

Number of Fixtures installed *
Total number of fixtures including WCs.

Number of WCs installed *
If no WCs installed, please enter 0.

Next

Save Draft

Previous

Cancel

NOTE: Refunds cannot be approved for changes to the original Scope of Work, however if the Number of Fixtures paid were greater than the job's original Scope of Work, you may be eligible for a partial refund. For more details, see the [Refund Requests](#) page.

Contact Details



Please enter at least one of the following contacts.

Owner/Occupier

Name

Phone Number

Email Address

Note: This email address will be used to send a copy of the PDF Certificate of Completion.

Builder/Client

Name

Phone Number

Email Address

Note: This email address will be used to send a copy of the PDF Certificate of Completion.

Next

Save Draft

Previous

Cancel

You may amend any Contact Details here which are incorrect or incomplete. If a Contact has a valid Email Address entered, they will automatically receive a copy of the Certificate of Compliance upon lodgement.

NOTE: If you need to send or retrieve a Certificate of Compliance at a later stage, you can use Send Copy  beneath the Certificate of Compliance record within [Past Lodgements](#).

Drainage Details



Lodge Certificate of Compliance P260525
Drainage Details



Please upload one (or more) Drainage Plumbing Diagrams.
These diagrams will not be available for purchase until COC has been lodged.
A maximum of 10 diagrams can be uploaded.
Each diagram cannot exceed 10 megabytes.
Accepted file types are: JPEG, JPG, PDF, PNG.
Drainage Plumbing Diagrams must be in the approved form. For more information please refer to the [Drainage Plumbing Diagrams Guidelines](#).

Please do not upload previously uploaded diagrams again.

Upload

Drop Files Here

Note: Multiple files can be uploaded.

Previously Uploaded Diagrams

Uploaded	Name	Work Completed
10/7/2025	DPD - 67A Shepherd St, Beaconsfield (P260525)	4/7/2025

Send notification email to Local Government Authority? *

Yes

No

Local Government Authority Name *

City of Fremantle

Email Address *

A copy of the COC and Drainage Diagram(s) will be sent to the following LGA email address(es). Multiple email addresses can be separated by a comma.

example@fremantle.wa.gov.au

Next

Save Draft

Previous

Cancel


Uploaded Drainage Plumbing Diagrams will be displayed here. You can use Download to preview what was uploaded prior to lodging. Additional diagrams with amendments or more details can be uploaded above if necessary.

If the Local Government Authority requires a copy of the Drainage Plumbing Diagram and Certificate of Compliance, you can enter their details here for eNotice to send this via email.

Attachments




Test Results - Optional

 Upload

Drop Files Here

Note: Multiple files can be uploaded.

Installation Photos - Optional

 Upload

Drop Files Here

Note: Multiple files can be uploaded.

Next

Save Draft

Previous

Cancel

While optional, you can upload any additional photos or documents relating to the job here. If there are any complications or compliance issues spotted on the site, it is recommended to upload photo evidence under the Installation Photos section to cover yourself. If you have nothing to upload, press Next to continue.

Review and Certify

Lodge Certificate of Compliance P260525

Review and Certify

I WISH TO GIVE NOTICE THAT AT THE ADDRESS BELOW I HAVE CARRIED OUT THE PLUMBING WORK DESCRIBED AS FOLLOWS:
Please review that all details are correct.
Use Previous button at bottom of page or Edit icon to correct.

Location of Installation

Dulikee/Client Name
B1 Homes (9261 3131, example@b1-homes.com.au)

Location
LOT 108 SL 2 RTA SHEPHERD ST BEACONSFIELD 6162
Beaconsfield Primary School
Carr St
-32.96653665, 115.77617883

Notice Detail

Notice Category
Standard

Work Type

Description of Installation
Commercial

Type of Work
Cold Water Plumbing, Heated Water Plumbing, Major Drainage Plumbing,
Sanitary Water Heater

Description of Work
Installation

Work Details

Work Status
Work completed

Completion Date (last date work was carried out)
10/7/2025

Are sanitary fixtures being installed in a new building or new transportable building?
Yes
Have fixture installation fees for this job already been paid for against another Notice or Certificate?
No

Number of Fixtures installed
9

Number of WCs installed
2

Drainage Diagrams

Notify Local Government Authority
Yes
City of Fremantle (example@fremantle.wa.gov.au)

Previously Uploaded Diagrams

Uploaded

Name
DPO - 67A Shepherd St, Beaconsfield
(P260525)

Work Completed
4/7/2025

Plumber Details

Name

License Number

☒ I CERTIFY THE FOLLOWING:

1. The plumbing work detailed above has been completed in accordance with the requirements of the Plumbers Licensing and Plumbing Standards Regulations 2000 (Plumbing Regulations) and all tests required have been carried out.

2. The plumbing work carried out (**the Principal Plumbing**), and any other plumbing that this certificate must cover under regulations 42(2) and 42(5) of the Plumbing Regulations, complies with the plumbing standards.

3. Existing plumbing that any of the Principal Plumbing relies upon for its safe and effective operation is in safe and in proper working order.

42. Certificate of compliance for major plumbing work

(3) If -
(a) the principal plumbing includes or relies upon plumbing that is the result of plumbing work for which another licensed plumbing contractor or permit holder (**the previous contractor or permit holder**) is responsible, and
(b) the plumbing work of the previous contractor or permit holder was not completed by the previous contractor or permit holder, and
(c) a certificate of compliance for the plumbing work of the previous contractor or permit holder has not been given, and
(d) the plumbing of the previous contractor or permit holder is essential to the safe and effective operation of the principal plumbing,

the certificate must cover the plumbing of the previous contractor or permit holder.

A copy of the PDF Certificate of Compliance will be sent to the following Plumber email address(es).

Your eSigner will be automatically emailed to the Customer if email address has been provided. Other copies can be sent by entering email addresses below (separated by a comma).

Your Job Reference

Lodge Certificate

Save Draft

Previous

Cancel

Review all details to make any corrections to your Certificate of Compliance. Once you click Lodge, your Certificate has been lodged.

Review all details carefully as this is your last chance to make any corrections before lodging your Certificate of Compliance. Once the Certificate of Compliance has been lodged, it cannot be amended or updated.

Lodge Emergency NOI/COC – Emergency Reasons

Emergency Reason *

- ☐ To avert or rectify a dangerous situation.
- ☐ To ensure that a dwelling is supplied with water, including hot water.
- ☐ To prevent the entry into a sewer or apparatus for the treatment of sewerage of any matter that is likely to hinder or prevent the proper functioning of the system or unit.
- ☐ To prevent the escape of foul air or offensive or infectious matter from a sewer or apparatus for the treatment of sewerage.
- ☐ To prevent the waste or contamination of water supplied by a water supply system.

Next



Save Draft

Cancel

When lodging an Emergency NOI/COC, you must select one of the Emergency Reasons outlined in the Plumbers Licensing and Plumbing Standards Regulations 2000.

After selecting an Emergency Reason and completing the lodgement process, the Notice of Intention and Certificate of Compliance will be combined and lodged at the same time. You will not need to lodge an individual Certificate of Compliance when using “New Emergency NOI/COC”.

New (from existing)

 New (from existing) 

Selecting “Notice of Intention” will require you to lodge an individual Certificate of Compliance (and Drainage Notification if Major Drainage Plumbing is certified). Emergency NOI/COC will instead lodge both the Notice of Intention and Certificate of Compliance together.

Please enter a previous Notice/Certificate Number.
The details of the previous notice/certificate will be used as the basis for a **new** notice/certificate.
Review and input **new** notice/certificate details as required.
Note, this is not intended to cancel or amend a notice/certificate.

☒ Notice of Intention

☐ Emergency NOI/COC

Notice/Certificate Number*
If you also hold a gasfitter licence, you may also enter a gas NOC number.

P260525

Licence Number
If you have entered a gas NOC number, and it belongs to another gasfitter, please enter their licence number.

Next

Back to Main Menu

New (from existing) uses a previously lodged Plumbing Notice of Intention or Gas Notice of Completion as a template for a new Notice of Intention. All details entered in the original lodgement will be carried over to the new Notice of Intention or Emergency NOI/COC lodgement and can be modified. This can be useful if you are regularly working on the same site or are lodging multiple jobs with similar details.

NOTE: A Plumbing Notice of Intention must have been previously lodged under your licence on eNotice to use as a template, however you can re-use a Gas Notice of Completion which was previously lodged by another Gasfitter, provided you know the NOC Number and GF Licence Number.

Past Lodgements

Search Criteria

Past Lodgements



Past lodgements can be retrieved by entering any of the following input fields, then use **Search** button to retrieve.

Search Criteria

☒ Show Only Last 6 Months

☐ NOI Without COC

☐ NOI Without Notify Drainage Work Completed

Notice/Certificate Number

Date Lodged From

Date Lodged To

Lodged By

Location Address / Meter Number

Contact Name

Your Reference

Lodgement Type
All

☐ Show Only Hidden

Search

“NOI Without COC” lists all Notices of Intention where a Certificate of Compliance has not been lodged.

“NOI Without Notify Drainage Work Completed” lists all Notices of Intention where a Drainage Notification has not been lodged (including jobs without Major Drainage Plumbing).

“Show Only Hidden” displays any jobs which have been previously hidden after using Hide underneath a lodgement.

NOTE: When using filters under Search Criteria, it is recommended to enter minimal details. For example, only enter the Notice Number or only enter part of the Location Address.

Result Listings

Past Lodgements

There are several types of Lodgement States as follows:

Awaiting Payment – The job has not yet been lodged and is currently sitting in your Checkout.

Submitted – The job has been lodged and is currently pending processing in a queue of jobs across eNotice.

Processed – The job has been lodged and is fully processed.

When Major Drainage Plumbing is certified, a “Drainage Work” banner will be displayed above your Notice of Intention.

Blue banners are displayed when a Drainage Notification has been lodged.


Red banners are displayed when a Drainage Notification has yet to be lodged.

Past lodgements can be retrieved by entering any of the following input fields, then use **Search** button to retrieve.


Search Criteria

Use **Download** icon  to immediately get another PDF copy of lodgement.

Use **Send Copy** icon  to get emailed another PDF copy of lodgement.

Use **Create** icon  to create COC or Notify Drainage Work Completed from NOI.

Use **Request Refund** icon  to request refund.

Use **Hide** icon  to hide lodgement from search results.

Notice of Intention P260527 (Submitted) -

Cold Water Plumbing, Heated Water Plumbing, Sanitary, Water Heater
82 POWER AVE WATTLEUP
Complete Portables
J006872

0 Diagram(s)
Total Amount: \$99.50, GST Amount: \$0.00



Lodged by Alex Tester on 24/07/2025 11:00 AM

Notice of Intention P260525 (Processed) -

DRAINAGE WORK - NOTIFIED OF COMPLETION

Cold Water Plumbing, Heated Water Plumbing, Major Drainage Plumbing, Sanitary, Water Heater
Beaconsfield Primary School LOT 108 SL 2 67A SHEPHERD ST BEACONSFIELD
B1 Homes

0 Diagram(s)
Total Amount: \$99.50, GST Amount: \$0.00



Lodged by Alex Tester on 10/07/2025 12:47 PM

Notice of Intention P260526 (Awaiting Payment) -

DRAINAGE WORK - NOT NOTIFIED OF COMPLETION

Major Drainage Plumbing
Mason Bird Building 303 SEVENOAKS ST CANNINGTON
Lgirs

0 Diagram(s)
Total Amount: \$26.50, GST Amount: \$0.00



Lodged by Alex Tester on 09/07/2025 11:49 AM


3 records found.

Show Search Criteria


Download Results


Back to Main Menu


Download  downloads a PDF copy of the lodgement directly to your device.


Send Copy  sends an email with a PDF copy of the lodgement (or draft) to the specified recipient.

Create  only appears under a Notice of Intention without a Certificate of Compliance and jumps to the next stage of submission required (Drainage Notification or Certificate of Compliance).

Request Refund  allows you to lodge a Refund Request to be reviewed by Building and Energy. For more details, see the [Refund Requests](#) page.

Hide  keeps any irrelevant lodgements from appearing in your Past Lodgements. (e.g. Cancelled jobs or jobs lodged in error).

Unhide  replaces Hide when searching with “Show Only Hidden” and can restore hidden lodgements.

NOTE: If you don't see **Create**  under a processed Notice of Intention and have not lodged the Certificate of Compliance, you may need to check your [Drafts](#) for a Certificate of Compliance under this Notice Number.

Refund Requests

Request Refund P260526



Fees paid for purchases of Notices of Intention (NOIs) and Certificates of Compliance (COCs), along with New Installation Fees, cannot be refund except in circumstances where an overpayment has occurred as a result of a genuine administrative or accounting error. Please refer to the below scenarios where a refund can be approved.

Actual Fixtures Installed Less Than Fixtures Paid on NOIRCOG
When Number of Fixtures have been overestimated and the actual Number of Fixtures installed were fewer than what was paid for.

NOTE: This does not include changes to Scope of Work or job cancellations. The Number of Fixtures must reflect the job's original Scope of Work.

Duplicate Lodgement of Job

When a Notice of Intention has been lodged in error for a job which has already been lodged previously by the same plumber.

The Certificate of Compliance for a duplicated lodgement must be lodged with 'No work has commenced'. Please ensure you provide the original Notice Number in Additional Information when possible.

NOTE: This does not include intentional duplications with the purpose of correcting errors on previous lodgements.

Incorrect Notice Type

When a Notice of Intention was lodged under the incorrect Notice Type (eg. Performance Solution NOI instead of a Standard NOI).

The Certificate of Compliance for an Incorrect Notice Type lodgement must be lodged with 'No work has commenced'. The Notice of Intention must be lodged again under the correct Notice Type.

Installation Fees Paid When Not Due

When the New Installation Fees have been paid for a job which did not require payment of New Installation Fees (eg. Fixtures installed under an existing roofline). Please ensure you clearly outline the job details and explain why the New Installation Fees are not required in the Additional Information field.

NOTE: This does not include changes to Scope of Work or job cancellations.

Created in Error

When a Notice of Intention has been lodged as part of an administrative error for a job which did not require a Notice of Intention (eg. Job was never intended to commence and was lodged in error).

Please ensure you clearly outline and explain why the Notice of Intention was created in error in the Additional Information field.

NOTE: This does not include changes to Scope of Work, job cancellations, or jobs intentionally lodged at the request of the client for work which is not considered Major Plumbing Work.

Lodgement Date

24/07/2025

Our Payment Reference

4291149302

Description

Notice of Intention P260526
Mason Bird Building 303 SEVENOAKS ST CANNINGTON 6107

Payment Amount

\$26.50

Refund Reason *

Duplicate Lodgement of Job

Please provide additional information *

Duplicate of P260520

Refund Amount *

26.50

Name *

Alex Tester

Email Address *

test_email@lgirs.wa.gov.au

Phone Number *

6251 1377

Refund To *

Purchase Credit Card

Request Refund

Back

If you have lodged a Notice of Intention which is eligible for a full or partial refund, you can request a refund here. Your request will be reviewed by Building and Energy, and you will be notified if there are any issues approving this request.


NOTE: In order to approve a refund, your Refund Reason must comply with the requirements outlined in the blue section of this page.

You can select the Refund Method using this dropdown. Purchase Credit Card returns the funds directly to the card originally used for this payment, while Bank Account returns the funds via EFT to the specified account details.

NOTE: A refund can only be processed to the Purchase Credit Card if the Lodgement Date is within the last 12 months.

Drafts

Drafts created by another Administration User (with permissions for “Create Draft”) will carry over to the Plumbing Contractor’s User ID. Refer to [User Management](#) for further details.

“[DPD Resubmission](#)” is a draft created by Building and Energy for a submitted Drainage Plumbing Diagram which requires amendments. An email will be sent to the email address on file with Building and Energy explaining what amendments are required. Clicking Edit  against a DPD Resubmission will allow you to re-upload a diagram relating to the request.

Search Criteria

☐ Show Only Last 6 Months

Notice/Certificate Number


Location Address / Meter Number


Contact Name


Your Reference


Lodgement Type
All




Search


Use  to change draft or complete lodgement.




Use  to get a PDF copy of draft.


Use  to remove draft no longer required.




DPD Resubmission P260525 (Draft) - 


Cold Water Plumbing, Heated Water Plumbing, Major Drainage Plumbing, Sanitary, Water Heater
Beaconsfield Primary School LOT 108 SL 2 67A SHEPHERD ST BEACONSFIELD
B1 Homes
0 Diagram(s)
  
Created by Alex Zammar on 24/07/2025 10:53 AM




Certificate of Compliance P260527 (Draft) - 

Cold Water Plumbing, Heated Water Plumbing, Sanitary, Water Heater
82 POWER AVE WATTLEUP
Complete Portables
J006872
Work Completed 24/07/2025
0 Diagram(s)
  
Created by Alex Tester on 24/07/2025 11:49 AM

Notify Drainage Work Completed P260526 (Draft) - 

Mason Bird Building 303 SEVENOAKS ST CANNINGTON
Lgirs
Work Completed 24/07/2025
0 Diagram(s)
  
Created by Alex Tester on 24/07/2025 11:50 AM

Notice of Intention P260528 (Draft) - 

100 PLAIN ST EAST PERTH
0 Diagram(s)
Total Amount: \$26.50, GST Amount: \$0.00
  
Created by Alex Tester on 24/07/2025 01:44 PM

4 records found.

Download Results

Back to Main Menu

Deleting a draft will permanently remove this from eNotice. Once a draft is deleted, it cannot be recovered.

NOTE: Once lodged, a job cannot be deleted, cancelled, or void. To close a job which has been lodged in error or is no longer continuing, you will need to lodge the Certificate of Compliance and select an appropriate Work Status (eg. No work has commenced).

NOTE: When using filters under Search Criteria, it is recommended to enter minimal details. For example, only enter the Notice Number or only enter part of the Location Address.

DPD Resubmission

Installation Location



Lodge DPD Resubmission P260525
Installation Location



During the DPD Resubmission, you will not be able to amend the Installation Location as this reflects the details entered on the Certificate of Compliance. This is only shown to verify the address of this job prior to lodging.

Lot Number

108

Strata Lot Number

2

Unit Number

Street Number

67A

Street *

SHEPHERD ST

Locality *

BEACONSFIELD

Postcode

6162

Directions – Please provide sufficient information (nearest corner, landmark etc.)

Carr St

GPS Location (eg. -31.958982, 115.858458)

-32.06953985, 115.77617883

Next



Save Draft


Cancel

Drainage Details

 Draft DPD Resubmission successfully saved.
The notice number is P260525.

Please upload one (or more) Drainage Plumbing Diagrams.
A maximum of 10 diagrams can be uploaded.
Each diagram cannot exceed 10 megabytes.
Accepted file types are: JPEG, JPG, PDF, PNG.
Drainage Plumbing Diagrams must be in the approved form. For more information
please refer to the [Drainage Plumbing Diagrams Guidelines](#).

 Amended DPD - 67A Shepherd St, Beaconsfield 

 Upload

Drop Files Here

Note: Multiple files can be uploaded.

☒ I CERTIFY THAT THIS PLAN ACCURATELY SHOWS THE LAYOUT AND
DIMENSIONS OF THE DRAINAGE PLUMBING INSTALLED BY ME OR
UNDER MY GENERAL DIRECTION AND CONTROL.

Lodge Diagram(s)

Save Draft



Previous

Cancel

Once you have amended the Drainage Plumbing Diagram(s) to be compliant,
you can upload and lodge the diagram(s) here to be resubmitted for review.

Notify Rectification Completed

Rectification Notice Details


 Notify Rectification Complete 


Please enter Rectification Notice Number for which rectification work has been completed.

Rectification Notice Number *

P984

Photos

Installation Photos - 67A Shepherd St, Beaconsfield.jpg 

 Upload

Drop Files Here

Note: Multiple files can be uploaded.

Next

Cancel

If you have received a Rectification Notice and have completed the required rectification(s), enter your Rectification Notice Number to notify the relevant Plumbing Inspector.

NOTE: You cannot enter a Rectification Notice Number if the Rectification Notice has already been completed or if the Rectification Notice Number is not associated with your licence.

Review and Certify



Notify Rectification Completed
Review and Certify



Please review that all details are correct.

Rectification Notice

Rectification Notice Number

P984

Date Issued

24/7/2025

Issued By

[REDACTED]

Installation Address

67A SHEPHERD ST BEACONSFIELD 6162

Photos

Installation Photos - 67A Shepherd St, Beaconsfield.jpg

Plumber Details

Name

[REDACTED]

Licence Number

[REDACTED]



I wish to advise that the plumbing work referred to in Rectification Notice above has been completed.

Persuant to regulation 73 of the Plumbers Licensing and Plumbing Standards Regulations 2000 a re-inspection fee may be charged for the inspection of plumbing work carried out as part of this rectification notice.

Notify Rectification Completed

Cancel


Upon pressing “Notify Rectification Completed”, the Plumbing Inspector who issued the Rectification Notice will receive an email advising that works have been completed.

Registered Users

The User ID for an eNotice login is determined by the licence number it's created under, followed by the initials of a user's first name and surname.

Edit  is used to change the details or permissions for a user.

NOTE: Editing a user's name will not change the User ID.

Delete  is only shown for additional Administration Users in User Management; the Plumbing Contractor's User ID cannot be deleted. This can be used to remove any User ID's which are no longer required.

NOTE: An identical User ID cannot be re-used even after deletion. Creating a new Administration User with the same initials will result in the User ID ending in "2", "3", "4" etc.

Add New User

User Management
Add New User

User Details

First Name

Anthony

Surname

Tony

Organisation Name

Email Address to send login details to *

test.email@lgirs.wa.gov.au

Type of Access

☒ Create Draft

☒ Lodge NOI

☒ Lodge Drainage Notification

☒ Make Payment

☒ User Management

Your password must be at least eight characters in length, contain at least one uppercase character, one lowercase character and one number.

New Password *

.....

Confirm New Password *

.....

Save

Back

You can control the permissions a user has by selecting any options in the Type of Access. If no options are selected, the user will be limited to Read-Only access and can only view existing Drafts and Past Lodgements.

The email address entered here is only used to receive the eNotice registration email. This email address is not used by eNotice outside of this process.













NOTE: Only the Plumbing Contractor's User ID can lodge a Certificate of Compliance.

My Clients

Registered Clients

A list for frequently used clients can be created and managed from this page.

Enter details of clients that you regularly perform work for.
These details can be used when submitting a notice.

B1 Homes		
	9261 3131 example@b1homes.com.au	
Collier Homes		
	9443 8288 example@collierhomes.com.au	
Complete Portable		
	9410 7100	
Dale Alcock Homes		
	9242 9200 example@dalealcockhomes.com.au	
Home Zone		
	6144 2526 example@homezonebuilding.com.au	
Ross North Homes		
	example@rossnorthhomes.com.au	

6 records found.

Add

Back to Main Menu

Once created in [Add New Client](#), the client's saved details will populate in the [Contact Details](#) section of your Notice of Intention or Certificate of Compliance when you begin typing the client's name and click on the suggested dropdown.

Add New Client



Maintain Client



Name *

Dale Alcock Homes

Phone Number

9242 9200

Email Address

example@dalealcockhomes.com.au

Lot Number

Unit Number

Street Number

5

Street

Mary St

Locality

Como

Postcode

Save

Back

Entering an address for your client is optional and is not used by eNotice, however this may be useful for your personal records as an address book.

NOTE: While you are only required to enter a Name in this page, it is recommended to enter at least one Contact Method (Phone Number or Email Address) to easily populate the minimum required Contact Details in your Notice of Intention or Certificate of Compliance.

My Details



User Details
User ID
PL123AT
First Name *

Surname *

[Save](#)

Licence Details
Licence Number

Licence Holder

Business Trading Name

Business Address

Work Phone Number

Registered Mobile Phone

Registered Email Address

Licence Classes
PL.WS.SDP - Water Supply, Sanitary and Drainage Plumbing

Authority For

Lodge Drainage Notification, Lodge NOI, Lodge NOI/COC, Make Payment, User Management

All details under the “Licence Details” section reflect the registered details against your licence with Building and Energy.

If anything in this section is incorrect, you can update this online by clicking “Change Contact Details”.

[Change Contact Details](#)



[Back to Main Menu](#)