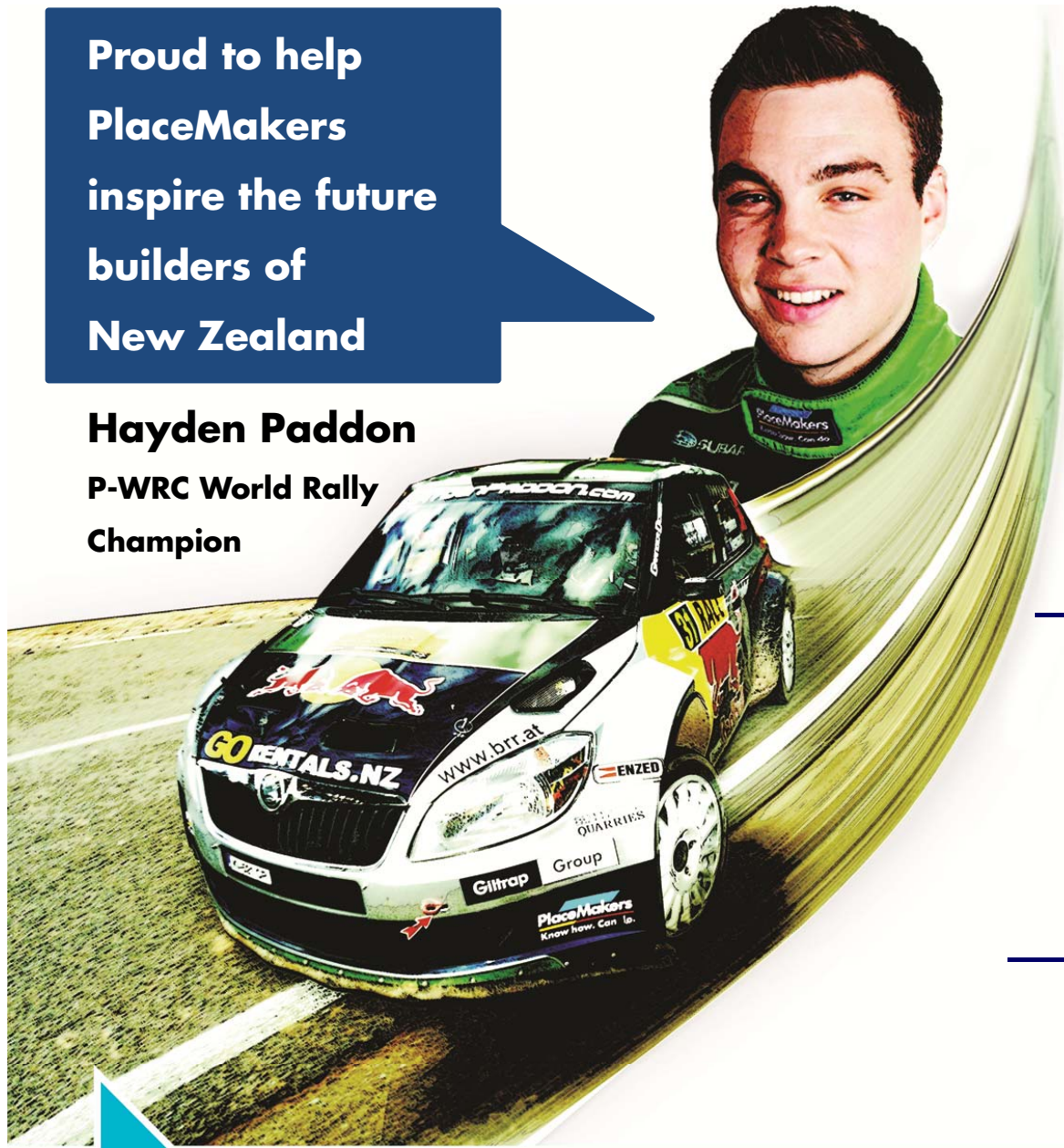


Proud to help
PlaceMakers
inspire the future
builders of
New Zealand

Hayden Paddon
P-WRC World Rally
Champion



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Know how. Can do.

BUILD IT

PLACEMAKERS APPRENTICE SCHOLARSHIP SCHEME

PlaceMakers Apprentice Scholarship Scheme



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Background

PlaceMakers is the industry leader when it comes to the trade.

It has been identified through sources such as BCITO, the government and DBH that there is a requirement for initiatives to attract young people to consider a career in building.

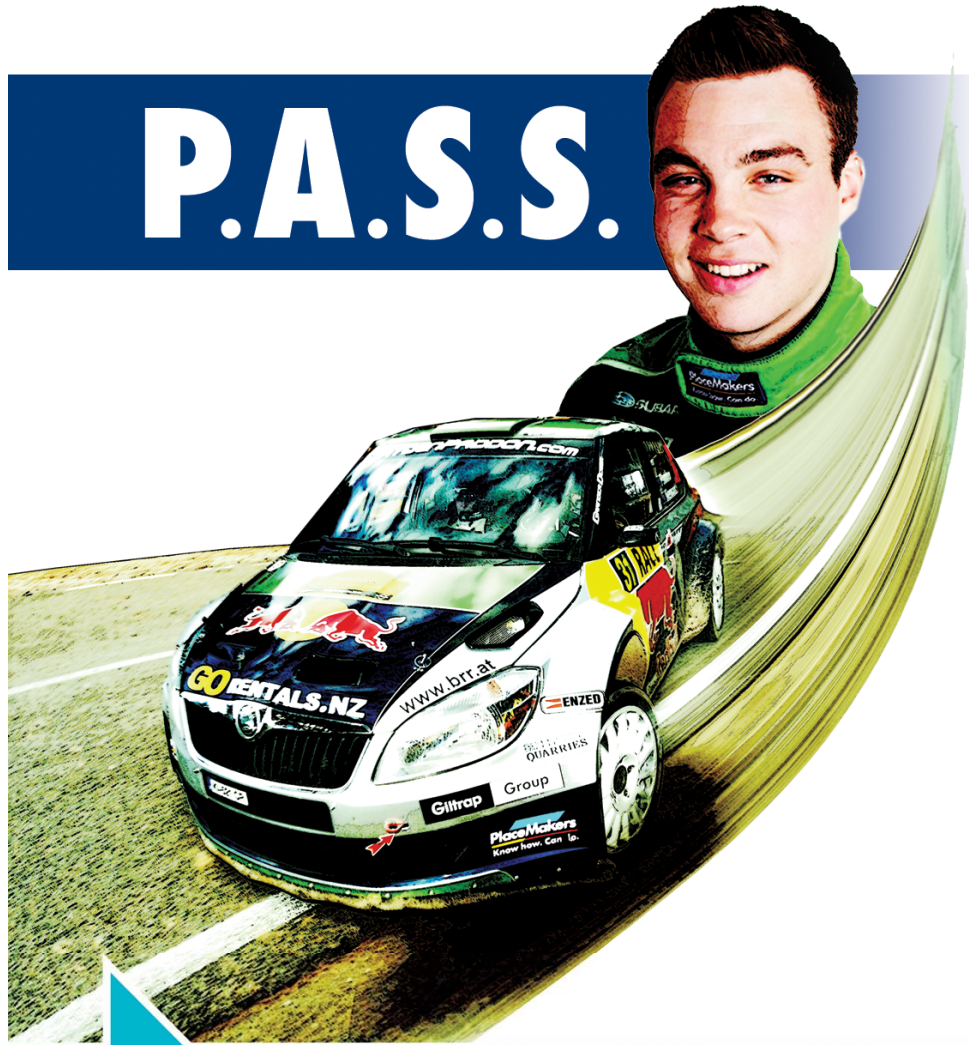
Owing to the building industry and the deflated mid-term conditions, taking on apprentices has not been a priority for builders and as we now look to gear up for growth we have been afforded an opportunity to support our industry now and with an eye to developing future clients for our business. We have stepped up and we're thrilled to announce the start of the PlaceMakers inaugural apprentice scholarship programme.

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Introducing

P.A.S.S.



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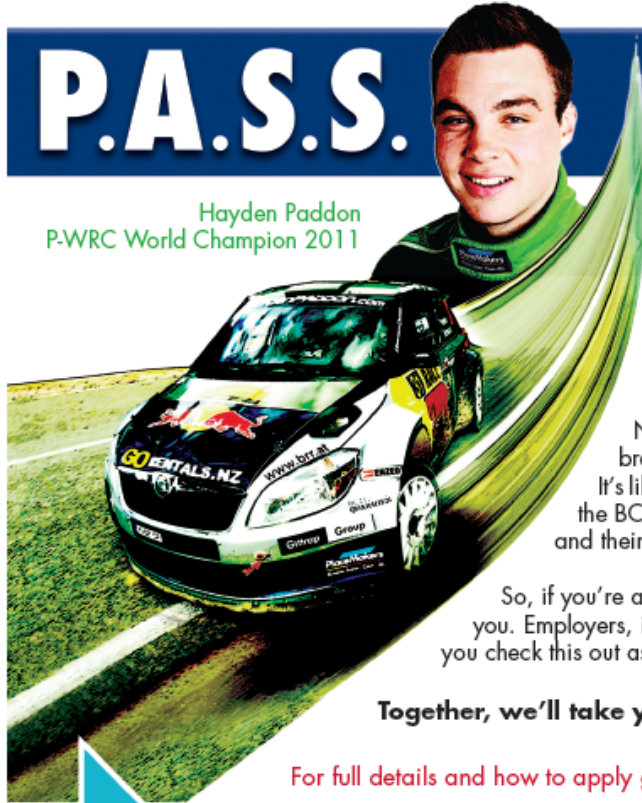
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Under Construction ad – February 2013

WANT A CAREER IN BUILDING? GET A HEAD START WITH PLACEMAKERS

P.A.S.S.

Hayden Paddon
P-WRC World Champion 2011



PLACEMAKERS APPRENTICE SCHOLARSHIP SCHEME

G'day, I'm Hayden.

PlaceMakers have been on my support team for a couple of years now and their early investment in Team Hayden Paddon enabled me to take my rallying career to a whole new level, from P-WRC class to the S-WRC class. But their support hasn't stopped there; they've been right behind me as I aim, ultimately, to get to the top level of my sport, the WRC competition.

Now, PlaceMakers and BCITO want to take aspiring builders up a level too with a brand new scholarship: the PlaceMakers Apprentice Scholarship Scheme (P.A.S.S.). It's like this; PlaceMakers want to get behind New Zealand's building industry by paying the BCITO fees and offering on-going mentoring for all successful scholarship applicants and their employers and not just for one year but for the duration of the apprenticeship.

So, if you're a current apprentice or looking to get a start in building then this opportunity is for you. Employers, if you want to nominate your apprentice or you're looking to hire then make sure you check this out as well!

Together, we'll take your building career to the next level.

For full details and how to apply go to www.placemakers.co.nz/pass

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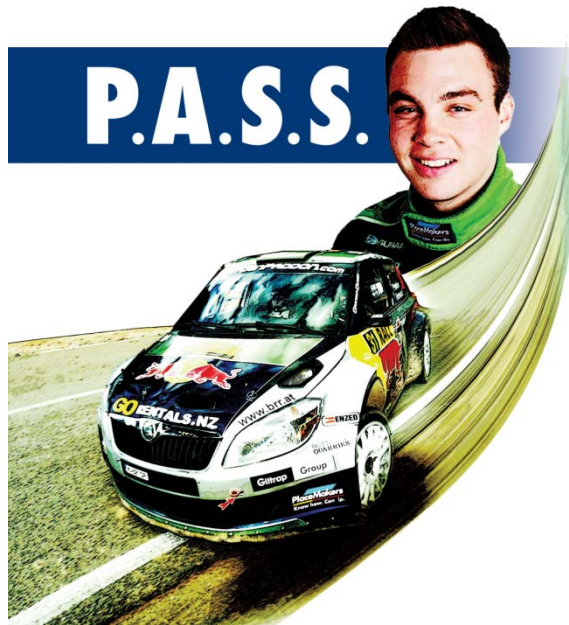
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Building the future of the industry

PlaceMakers has agreed to pay the tuition fees for ten apprentices who are currently enrolled in the BCITO National Certificate in Carpentry course with a view to test this pilot for one year before expanding the initiative to encompass the network. The desired outcome for year 2 is to have one apprentice allocated to each PlaceMakers store in the national network (excluding Frame and Truss plants). PlaceMakers sees this as a long term commitment to supporting the building industry of NZ.

'PlaceMakers sees this as a long term commitment to supporting the building industry of New Zealand.'



Hayden Paddon is the icon that will be utilised to front the campaign and to spread the word. He is extremely likeable and is admired by every age group. He's a great ambassador for PlaceMakers and the ideal person to front this campaign on our behalf as he'll appeal to the bosses and apprentices alike. He also is the most successful rally driver this country has produced and he's done it all with a number 8 fencing wire attitude and in a humble manner. His image will front all communications to the public but the real success of this initiative relies with **you, your support team and BCITO.**

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How it works – a partnership between four parties

- **The apprentice** enrolls with BCITO to complete an apprenticeship
- **The employer** (a PlaceMakers customer) employs and trains the apprentice
- **BCITO** monitors and assesses the apprentice
- **PlaceMakers** pays the apprenticeship fees and 'adds value' through a mentor programme, work experience and wider industry exposure



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P.A.S.S. – responsibilities

Party	Responsibility	Costs
Apprentice	Complete apprenticeship Undertake PASS programme	
Employer (a PlaceMakers customer)	Employ, train and support apprentice Release apprentice for off-tools work experience Updates with BCITO and PlaceMakers	\$ - apprentice wages Time - training
BCITO	Monitor and assess apprentice Apprenticeship administration Updates with PlaceMakers and employer	\$ - n/a Time - oversight
Owner-operator	Assign mentor and manage apprentice relationship Provide work experience Updates with employer (customer), NO, BCITO	\$ - socialising, t-shirts Time – interviews, mentoring, work experience supervision
National Office	Develop marketing programme Manage publicity and administration Pay apprenticeship fees Annual apprentice award (PASS Plus) Updates with OO, BCITO	\$ - apprenticeship fees, annual award, marketing costs Time – marketing, interviews and admin

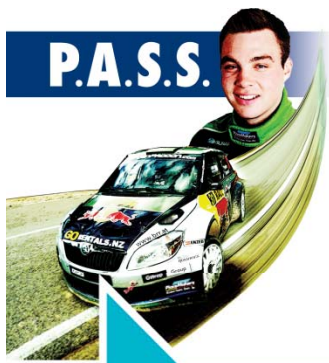
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Schedule of roll-out

KEY P.A.S.S. DATES:

Applications and nominations open	MON 7 TH JAN 2013
Invite apprentice nominations from customers	MON 7 TH JAN 2013
Applications and nominations close	MON 18 TH MAR 2013
Candidates shortlisted and advised	W/C MON 1 ST APR 2013
First interviews with shortlisted candidates	W/C MON 1 ST APR 2013
Final selection, candidates & employers notified	W/C MON 8 TH APR 2013
Successful candidates publicly announced	MAY
Scholarships commence	MAY



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PlaceMakers owner-operators

Responsibilities:

- **Deliver P.A.S.S. programme**
- **Mentoring:** Assign a mentor to each apprentice to provide support and relevant industry knowledge / insights (including *'The business of the trade'*). Mentor catch-ups should be regular (monthly) and may include site visits or a phone call.
- **Work experience:** One day a quarter to gain wider industry exposure. The apprentice should be taken through different areas of the business. This may include time in-store, in the yard, with a sales rep, and possibly at nearby F&T plant or with detailer.
- **P.A.S.S. Shout:** An annual evening event for your apprentices and customers (their employers) to share industry knowledge and insights, the latest on products in market and a feed. Could also include an industry guest i.e. FBG, LBP, Council.
- **PlaceMakers kit:** Set up each apprentice with PlaceMakers t-shirts and phone discounts.
- **Regular updates with employer, National Office and BCITO**

The employer

Potential employers for P.A.S.S. are PlaceMakers customers who:

- Have an existing active account with PlaceMakers
- Have an existing (but dormant or low spend) account with PlaceMakers
- Do not have an existing account with PlaceMakers – but P.A.S.S. is an attractive enough proposition for them to consider opening an account

Possible scenarios:

- They already employ and have an unqualified staff member that they wish to get qualified
- They want to train an apprentice but need to find and then employ one – BCITO can facilitate in matching an employer to an available apprentice
- They have an employee who is part-way through an apprenticeship but is not currently in a training agreement

Employer criteria:

- Must be a PlaceMakers customer
- Must be approved as a BCITO employer
- Must be prepared to employ, train and support an apprentice, including releasing the apprentice for off-the-tools work experience provided through P.A.S.S.

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Stakeholders collateral – employer

PLACEMAKERS APPRENTICE SCHOLARSHIP SCHEME

NOMINATE YOUR EMPLOYEES

P.A.S.S. matches quality apprentices with great employers, or enables you to get one of your own labourers qualified – without them incurring training costs.

Your P.A.S.S. apprentice receives additional mentoring and support throughout their apprenticeship from both Placemakers and the Building and Construction Industry Training Organisation (BCITO) and receives exposure to the wider building industry through work experience arranged by Placemakers.

The rigorous selection process ensures P.A.S.S. apprentices are motivated to succeed and capable of achieving a national certificate qualification. Employing a P.A.S.S. apprentice is an opportunity for you to P.A.S.S. on your own expertise and add a high calibre apprentice to your team. This will help to boost your own business productivity while also investing in the future of the building industry.

Can I nominate an existing employee for a P.A.S.S. scholarship? No, if you have an employee who is not qualified like a labourer hand or labourer who you think would make a great apprentice, you can nominate them for P.A.S.S.

If my nominated candidate is successful, what are my responsibilities? We'll work together to train your apprentice according to the BCITO qualification programme framework. You will provide them with support and mentoring and monitor their progress. They will also need to be available for off-site work experience, as arranged with Placemakers and journal as an apprentice.

I don't have an apprentice but would like one – can I put myself forward? Yes, P.A.S.S. scholarships will be awarded to existing candidate-employer pairs as well as matching willing apprentice candidates with suitable employers.

TO GET STARTED DOWNLOAD A FORM FROM WWW.PLACEMAKERS.CO.NZ/TRADE/PASS



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PLACEMAKERS EMPLOYER NOMINATION FORM - PLACEMAKERS P.A.S.S. APPRENTICE

Builder name	Name of firm
Address	Postcode
Daytime Phone	Email
After hours contact	Fax
Name of applicant who you are nominating	
How do you know the applicant and how long have you known them for?	
Does the applicant have an employment contract with you? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have they been registered at a BCITO apprentice before 1st December 2017? If so, please give the date they were registered.	
Have they had any prior experience in the industry? If so, please give details.	
Why do you think the applicant is suitable for the PlaceMakers' PASS apprentice scheme?	
If the applicant is chosen for the scheme, will you be able to supervise their training in the required skills? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you trained any apprentices before? If so, please give us the year of your most recent apprentice attaining this qualification.	

EMPLOYER WITH APPRENTICE

R ONLY APPLICATION FORM - NO APPRENTICE

Name of firm
Postcode
Email
Fax
Yes <input type="checkbox"/> No <input type="checkbox"/>
would you open an account? Yes <input type="checkbox"/> No <input type="checkbox"/>
or? Yes <input type="checkbox"/> No <input type="checkbox"/>

my training capacity? Yes <input type="checkbox"/> No <input type="checkbox"/>
relevant information regarding their progress to 1) received from BCITO. I also authorise the release to
Date

How long have you been in the industry?	
Why do you think you should be considered as a PASS employer?	
If chosen are you willing to supervise an apprentice in their training in the required skills, as defined in the BCITO qualification framework? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you trained any apprentices before? If so, please give us the year of your most recent apprentice attaining this qualification.	
If I am accepted as a PASS employer I will provide all relevant information regarding my P.A.S.S. apprentice's progress to BCITO and I will provide all relevant information regarding my P.A.S.S. apprentice's progress to BCITO. I also authorise the release to 1) received from BCITO.	
Signature	Date

EMPLOYER ONLY - NO APPRENTICE

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-- Select your region --

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ME STORE FINDER TRADE DIY RURAL PRODUCTS CATALOGUES GROUP BUILDER

PLACEMAKERS APPRENTICE SCHOLARSHIP SCHEME

P.A.S.S.

P.A.S.S. Home

Information for Employers

Information for Apprentices

Nomination, Application and Judging



ABOUT P.A.S.S.



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FORMATION FOR APPRENTICES



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FAQS



Looking to kick start a career in the building and construction industry? Gain a nationally recognised Building and Construction Industry Training Organisation (BCITO) qualification and have your study fees paid for you? Look no further than P.A.S.S.

The PlaceMakers Apprenticeship Scholarship Scheme – P.A.S.S. – is a programme to support aspiring new apprentices to enter the building industry and related trades.

P.A.S.S. covers apprenticeship training fees, provides mentoring, work experience and support to develop business skills.

www.placemakers.co.nz/pass

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The apprentice

PASS will appeal to a range of aspiring BCITO apprentices:

- **New:** Individuals who are completely new to the industry – school leavers and career-seekers. *Will require an employer.*
- **Current:** Those currently working in the industry as hammer hands or labourers who want to gain a formal qualification. *Will currently be employed.*
- **Previous:** Individuals who have previously been registered with the BCITO and involved in formal training but are no longer in a current training agreement. *May or may not currently be employed.*

Apprentice criteria:

- Employer must be a PlaceMakers account holder and BCITO approved
- Must enrol as a BCITO apprentice
- Must have aptitude and capability
- Must have a strong desire to be a trade professional, a willingness to learn and a positive attitude towards work
- Must have a commitment to meeting the responsibilities to an employer and to study
- Support from family / employer to help keep them on track
- Clean driver's license, clean criminal record etc

BCITO

Responsibilities:

- Promote PASS and BCITO apprenticeships
- Assist with matching employers to apprentices
- Verify apprentice and employer status
- Assist with interview process
- Complete all apprenticeship administration / documentation required
- Monitor and assess apprentices
- Regular updates with apprentice, employer and PlaceMakers

Stakeholders collateral – BCITO



PLACEMAKERS APPRENTICESHIP SCHEME

BCITO MANAGER RESPONSIBILITIES

P.A.S.S. – the PlaceMakers Apprenticeship Scholarship Scheme
Together, we're building the next generation of builders

How does BCITO help?
The PlaceMakers Apprenticeship Scholarship Scheme – P.A.S.S. – is a programme that supports aspiring apprentices to enter the building industry and related trades by paying the tuition fees associated with the study period. BCITO is the integral conduit between PlaceMakers and the apprentice. Our partnership will work towards helping the industry now and in the future and that's at the heart of our vision: "Together, we're building New Zealand".

What's the role of the BCITO manager?
The BCITO manager will be a key part of this programme as they act as an advocate for P.A.S.S. internally and externally. We expect to work closely with BCITO both at National Office and alongside our nominated JV partners in-store to provide the mentoring and support required to move successful applicants through the funnel. The BCITO manager will be very important in terms of the success of this initiative. The BCITO manager will be responsible for verifying an applicant's status, assessing applicants with the judging panel and having input into judges' decision as to who should progress.

What's in it for the apprentice?
Every successful P.A.S.S. apprentice gains a nationally-recognised qualification in carpentry or a related trade from the Building and Construction Industry Training Organisation (BCITO) – and, because they're sponsored by PlaceMakers all apprenticeship fees are paid for. They will be paid by their employer as they learn, as well as receiving training to achieve their qualification.

PTO



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PLACEMAKERS APPRENTICE SCHOLARSHIP SCHEME

P.A.S.S.

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- [Information for Employers](#)
- [Information for Apprentices](#)

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INFORMATION FOR APPRENTICES

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PlaceMakers National Office

Responsibilities:

- **Administration, marketing and publicity for PASS**
- **Pay apprenticeship fees** *(from marketing levy, currently allocated to HOTY)*
 - Carpentry apprenticeships: \$2,860 (over four years)
 - Specialist trade apprenticeships: \$1,520 (over two years)

- **Deliver PASS Plus programme**

PASS Plus would be a 'value-add' annual award for the most outstanding apprentice of the year.

- **Further training grant:** Provide up to \$3k for further industry training of choice i.e. quantity surveying, project management, small business studies
- **PASS Plus kit:** Provide a tool belt or power tool of choice
- **Rally Pass:** Arrange an afternoon with Hayden Paddon (or other sponsorship star i.e. Super Rugby player) to inspire the apprentice with someone who is reaching / living their dream.
- **Conference PASS:** The apprentice attends PlaceMakers' annual conference for wider industry exposure with a group of industry leaders who know the business of the trade. Travel and accommodation would be paid for.
- **Organise PPE Kits** (funded by FBG)
 - Provide PPE kits for each apprentice at beginning of apprenticeship, reinforcing PlaceMakers' commitment to Health & Safety.
Kits would include: Boots, hard hat, safety glasses, earmuffs, gloves.