

**Green Star Accredited Professional (GSAP) Accreditation Terms:**

The New Zealand Green Building Council Inc. (NZGBC) operates the Green Star rating tool and the delivery, assessment, and accreditation of Green Star ratings in New Zealand. After completion of the NZGBC Green Star Advanced (previously known as Green Star Accredited Professional) course and successful examination result you are eligible to become accredited as a Green Star Accredited Professional (GSAP). To maintain the GSAP accreditation, a GSAP is expected to adhere to the following terms:

1. You will undertake your GSAP role using all due care and skill and in accordance with relevant laws. You will not do or say anything that might bring the Green Star or the NZGBC brand into disrepute.
2. Your GSAP accreditation must be renewed annually, and you agree to pay the GSAP registration and renewal fees as set out on the [NZGBC website](#).
3. To ensure your accreditation is current, you will be required to complete a set number of continuous professional development (CPD) courses as set out on the [NZGBC website](#).
4. You will use tools, materials and resources that are the intellectual property of NZGBC, and you will not alter, copy or distribute any of these without the express permission of NZGBC. You will have a license to use the GSAP logo in the manner described in the [NZGBC Brand Guidelines](#) and you will not use the logo, or permit it to be used, in any manner other than that stated in the Guidelines, except with the permission of NZGBC.
5. It is your responsibility to ensure your profile details on the GSAP directory are correct and up to date and you will advise NZGBC if your details change.
6. NZGBC offers the GSAP accreditation and CPD courses as part of its Green Star education and training section. You are an independent contractor and are not employed by NZGBC in any capacity.
7. Responsibility for any GSAP services provided resides with you, and NZGBC will not be liable for inaccuracies, damage, errors or omissions or any loss suffered by you or any other person in relation to GSAP services that you provide.
8. Green Star project documentation submitted to NZGBC for assessment will be reviewed by third party assessors but in any event, NZGBC may determine the rating and this decision will be final.
9. Information gained during a Green Star assessment will be disclosed to NZGBC where it will be held in accordance with [NZGBC's privacy policy](#) and NZGBC's usual business practices.
10. Either of us can rescind your GSAP accreditation on one month's written notice. NZGBC can terminate or suspend your GSAP accreditation immediately with no refund of fees if you materially breach these terms or become insolvent. If your GSAP accreditation is suspended or ends, you agree that you will cease to use the GSAP logo, materials, or other resources.

If you need to suspend or pause your accreditation, please contact us and include the reason for the request, the time requested and verifying documentation. NZGBC maintains complete discretion as to whether a pause or suspension will be given and upon receipt of a request, will contact you in writing with a decision.