



Electrical Workers and Contractors Licensing Board NORTHERN TERRITORY

Form 1c GUIDELINES

On Completion of Assessment of Overseas Qualifications

These guidelines are provided to assist applicants who are trained overseas and have completed the overseas trade recognition process in Australia. Processing of a completed application along with all required supporting documents takes approximately **one month**.

Requirements:

You will need to have your overseas qualifications assessed by Trades Recognition Australia in the first instance. You will find contact details and other information for Trades Recognition Australia at <http://www.tradesrecognitionaustralia.gov.au/Programs/Pages/GainLicence.aspx>

Following successful completion of this assessment you will be issued with an Offshore Technical Skills Record (OTSR) which will identify what you are entitled to in Australia with the qualifications you have. Once this is done you may apply to the Board for an appropriate licence.

Along with Form 1c, you will need to provide the following documents. Incomplete applications will not be processed.

- Current photographic identification (copy of current driver's licence or passport)
- A copy of your Australian Recognised Trade Certificate (issued by Trade Recognition Australia) **OR**
A copy of your Offshore Technical Skills Record issued by a TRA approved RTO
- The prescribed fee

Endorsements:

A licence may be issued to a qualified person endorsed in the following trade classification/s:

- Electrical Mechanic
- Electrical Fitter
- Electrical Linesman
- Electrical Cable Jointer
- Restricted Electrical Licence (in the category identified by the assessing authority)

Colour Identification Test:

Section 21(1)(d) of the Act provides that an application for an Electrical Workers Licence or Permit be accompanied by a statement of the results obtained in a colour identification test. A section of the Licence Application Form provides for you to state whether you have undertaken such a test and provide the results. If you cannot give the results of a test, you will be required to undertake a colour identification test. The form on the Application Form may be used, or the results may be supplied on the practitioner's letterhead.

Fees:

The application fee is prescribed and **is not refundable**.

Apprentices from Other States:

If you completed your training in any other state or territory, you cannot apply for a licence in the Northern Territory without first obtaining a licence in the state where the trade certificate was issued. Once the interstate licence has been obtained, use Form 8 – Application under Mutual Recognition.

Expired licences:

If your licence renewal is not lodged on or before the expiry date, you are unlicensed. Please use Form 1a to re-apply for your licence. Any work performed whilst a licence is expired is unlicensed work and can result in disciplinary action by the Licensing Board.

Renewal Reminders:

Although as a courtesy, renewal reminders are sent prior to expiry, it is your responsibility to ensure your address details are correct and that a renewal form is lodged before your licence expires.

General Information:

An Electrical Workers Licence is valid for five years from the date of issue, unless suspended or cancelled.

An Electrical Workers Licence does not entitle you to contract for electrical work. A separate Contractor licence is required. A person who has held an Electrical Workers Licence Grade A, endorsed as an Electrical Mechanic for a minimum of 2 years, can be the holder of, or the nominee for, an Electrical Contractors licence. Please see Forms 4 and 5 for Contractors Licence applications.

Privacy Information:

The Electrical Workers and Contractors Licensing Board collects the information on this form, or otherwise provided by you, to process your application for a licence. Failure to provide the information in full or in part may result in your application for a licence being refused.

Some of the personal information provided by you will be made publicly available, including through the Internet, as part of a Public Register.

Any personal information provided can be accessed by you on request. If you have any queries please contact the Registrar Board on 08 8936 4079.