



Guidelines for Persons applying for Approval to study for a Restricted Electrical Licence

Do not commence a course of study for a Restricted Electrical Licence before gaining the Board's approval and identifying the units you are required to study

These guidelines are provided to assist applicants seeking to apply for approval to undertake training for a restricted electrical licence outcome. Please read them to ensure the form is completed correctly. Use the Supporting Documents Checklist on the application form to ensure you have supplied the required evidence in support of your application. Please ensure you have supplied all of the information requested on the application form. Incomplete applications will be returned to you for re-submission.

Please note the application fee is not refundable.

Restricted Electrical Licence:

The Restricted Electrical Worker's Licence entitles you to carry out low voltage electrical work relating to equipment that is connected to a fixed electrical installation, associated with your primary trade, vocation or calling (occupation) and would otherwise require the services of a registered electrical contractor or a licensed electrician. Your need to perform this electrical work must be legitimate.

Essential Criteria for a restricted electrical licence:

An applicant must be able to provide answers to the following questions in their application. Each question is important in respect of the safety (competency) requirements and need for the licence.

(a) What trade or other training the applicant has completed relevant to the primary work function in which the licence is required?

The applicant must have completed a minimum of twelve months training in their primary work function for which the licence is applied for and must provide evidence of the training. Eg. trade qualifications, manufacturers training or employers in-house training etc.

(b) What will be the type of electrical work performed?

The applicant must clearly identify the type of electrical work to be carried out and the work environment. For example, if a person states that he or she is a pump technician and needs to disconnect/reconnect bore pumps, they must also indicate if the pumps are connected by plug & cord and/or fixed wired, are single or three phase and whether or not they will need to carry out fault finding beyond checking if supply is available.

(c) **Why is the licence needed and how often is it needed?**

An applicant must demonstrate the need for a restricted licence to allow the carrying out of their trade or calling. It must also be demonstrated that the need is on a regular basis to ensure skills and safe work practices are maintained. This should be done by the inclusion of a statement from the employer (or self-employed person) setting out the applicant's duty statement and frequency the electrical work is to be performed.

(d) **How will the “on-the-job” supervision of training be carried out?**

The applicant needs to include advice from the employer (or self-employed person) setting out how the training and “on-the-job” supervision will be achieved. Supervision must be carried out by a licence holder of same or greater scope, in the same Work Area Category or alternatively is to be supervised by an ‘A’ grade electrical worker.

(e) **Is a colour identification test required?**

Yes, the applicant needs to undergo a colour identification test and attach the results to the application form. The Board recommends the Ishihara Colour Identification test which is generally conducted by an optometrist.

Units of Competency:

The Units of Competency are drawn from the Electrotechnology Training Package.

Licences that are granted have a realistic scope for the specific work area category. The scopes of work on the licences have matching units of competency to ensure the appropriate training is received for the specific scope of work as approved by the Board.

LICENCE CATEGORIES

1. Disconnect and Reconnect – Water Heaters.

Scope of allowable work.

- Disconnect and reconnect electric water cylinders, water reticulation systems, irrigation systems including pumps, oil fired heating and water reticulated air-conditioning systems to 1,000 volts a.c. or 1,500 volts d.c.

The work area category that is applicable to this licence is:

Plumbing

Eligible applicants are:

Licensed Plumbers.

2. Water Plumbing Equipment.

Scope of allowable work.

- Disconnect and reconnect electric water cylinders, water reticulation systems, irrigation systems including pumps, oil fired heating and water reticulated air-conditioning systems to 1,000 volts a.c. or 1,500 volts d.c.
- Attach plugs and cords to 250 volts
- Attach plugs and cords to 1,000 volts a.c. or 1,500 volts d.c.
- Fault finding to determine component failure in the above equipment to 1,000 volts a.c. or 1,500 volts d.c.

The work area category that is applicable to this licence is:

Water Plumbing, heating and ventilation.

Eligible applicants are:
Licensed Plumbers.

3. Gas equipment.

Scope of allowable work.

- Disconnect and reconnect of type A or B gas equipment or components including fault finding to 1,000 volts a.c. or 1,500 volts d.c.
- Attach plugs and cords to 250 volts
- Fault finding to determine component failure in type A or B gas equipment to 1,000 volts a.c. or 1,500 volts d.c.

The work area category that is applicable to this licence is:
Gas equipment.

Eligible applicants are:

Licensed plumbers who have completed the Gas Fitting modules, Mechanical fitters (generally with a trade qualification that includes gas or the completion of a type A or B gas course).

4. Refrigeration and Air-conditioning Equipment.

Scope of allowable work.

- Disconnect and reconnect fixed wired equipment
- Attach plugs and cords to 250 volts
- Attach plugs and cords to 1,000 volts a.c. or 1,500 volts d.c.
- Fault finding to determine component failure in equipment to 1,000 volts a.c. or 1,500 volts d.c.

The work area category that is applicable to this licence is:
Refrigeration and Air-conditioning Equipment.

Eligible applicants are:

Trades persons who have completed Certificate III in Electro-technology - Refrigeration and Air-conditioning.

5. Specialised commercial/industrial equipment.

Scope of allowable work

- Disconnect and reconnect commercial/industrial equipment to 1,000 volts a.c. or 1,500 volts d.c.
- Attach plugs and cords to 250 volts
- Attach plugs and cords to 1,000 volts a.c. or 1,500 volts d.c.
- Fault finding to determine component failure in commercial/industrial equipment to 1,000 volts a.c. or 1,500 volts d.c.

The work area category that is applicable to this licence is:

Applicants who can demonstrate that the work is specialist work on equipment not normally performed by an electrician. Eg. there may be specific manufacture's training required and/or included warranty work.

Eligible applicants are:

Laboratory technician or scientific research worker (eg. meteorologist), commercial appliance repair person, mechanical fitter or motor mechanic with a background and/or in-house training on industrial petrol, gas or diesel powered equipment or electric compressors. Mechanical fitters with in-house training on farm irrigation/pump systems or persons from similar work areas.

6. Instrumentation and Control equipment.

Scope of allowable work.

- Disconnect/reconnect Process and Control Devices (PCD's).
- Repair/replace plugs and cords to 250 volts a.c. on PCD's.
- Repair/replace plugs and cords to 1,000 volts a.c. or 1,500 volts d.c. on PCD's.
- Locate and repair faults in PCD's to 1,000 volts a.c. or 1,500 volts d.c.
- Holders' apprentice trained in a recognised associated trade may also modify PCD's.

The work area category that is applicable to this licence is:

Instrumentation and Control Equipment.

Eligible applicants are:

Trades persons who have completed Certificate III in Electro-technology – Instrumentation and those suitably trained in an associated electrical profession. (Eg. electrical engineers).

7. Explosion Protected Equipment.

Scope of allowable work:

- Disconnect - reconnect explosion-protected appliances and control devices connected to low voltage installation wiring.

The work area category that is applicable to this licence is:

Explosion protected equipment.

Eligible applicants are:

Persons suitably trained to work in established procedures/requirements of explosion protected areas and have a need to disconnect and reconnect electrical equipment in explosion protected areas. Eg. petrol pump service persons.

8. Disconnection and reconnection (basic)

Scope of allowable work:

- Disconnect reconnect of composite equipment and/or control devices and/or motors

The work area category that is applicable to this licence is:

Industry in general where equipment and or control devices and or motors need to be disconnected for servicing/replacement.

Eligible applicants are:

Mechanical fitters, armature winders etc.

9. Self propelled high-voltage earthmoving equipment.

Scope of allowable work:

- Disconnection reconnection of electric propulsion components of engine driven, self-propelled earth moving equipment vehicles operating up to 3,300 volts.

The work area category that is applicable to this licence is:

Mining industry and centres that service high-voltage mining equipment vehicles.

Eligible applicants are:

Mechanical fitters or motor mechanics with a background and/or in-house training on industrial petrol, gas or diesel powered earthmoving equipment.

**10. Electronics and Communication equipment
(formerly termed Plug and Cord Connected equipment)**

Scope of allowable work:

- Attach flexible cords and plugs to electrical equipment to 250 volts.
- Attach flexible cords and plugs to electrical equipment to 1,000 volts a.c. or 1,500 volts d.c. and/or
- Attach flexible cables and plugs up to electrical equipment connected to high voltage.

The work area category that is applicable to this licence is:

Portable tool repair, appliance repair and Electronic equipment repair or similar.

An applicant is required to indicate which work area category best suits their work when applying for the licence.

Eligible applicants are:

Suitably trained persons in the appliance and portable tool repair industry including electronics technicians who have completed Certificate III in Electro-technology – Electronics/Communication.

11. Domestic appliances and equipment.

Scope of allowable work:

- Disconnect and reconnect fixed wired cooking appliances to 250 volts
- Fault finding to determine component failure in appliances connected both by plug and cord and fixed wired up to 250 volts.

The work area category that is applicable to this licence is:

Domestic appliance repair/servicing industry.

Eligible applicants are:

White goods and appliance repairers.

12. Fit & Connect Meters to Existing Installations.

Scope of allowable work.

- Fit and connect meters to existing electrical installations

Eligible applicants are:

Trades persons licensed in the NT to undertake electrical line work while employed by Power and Water Corporation.

13. Remove and Replace Plug in Power Meters.

Scope of allowable work.

- Removal and replacement of plug in power meters

Eligible applicants are:

Essential Service Officers trained by Power and Water Corporation and contracted or employed to carry out this work.

Supervisors

Supervisors are responsible for providing adequate and timely training. The following points need to be considered:

- The supervisor accepts overall responsibility for the applicant's supervision, although other supervisors may be used.
- The applicant shall not carry out any electrical work unless adequately supervised.

The Board may take disciplinary action against a licensed person who fails to comply with supervisory requirements.

Board approved Training Providers:

Charles Darwin University

Electrotechnology Faculty

DARWIN

Ph: (08) 8946 7505

ALICE SPRINGS

Ph: (08) 8959 5208

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.

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.

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.