

Electrical Safety Office

Eligibility and other requirements for an electrical licence

May 2014

Electrical Safety Office		ESO/PLCY/04/01
Eligibility and other requirements for an electrical licence		Date approved – January 2004
Change control		
<i>Version</i>	<i>Description of changes</i>	<i>Date</i>
1	Amend Section 5 to align with operational practice, formatting changes Attachment H	16 January 2004
2	Amendments to align operational practices, policy decisions and changes to legislation/training frameworks	September 2004
3	Amendment to Attachment G to include Yeronga Institute of TAFE as an RTO	October 2004
4	Amend Section 9, standard to satisfy the chief executive of insurance	December 2004
5	Amendment to Section 3 to include electronic information, Attachment C to reflect policy intent and Attachment G to update approved courses	April 2005
6	Inclusion of hardship provision	September 2006
7	Remove hardship provision (15), add a disclaimer, add definitions for 'calling', 'ESO', 'NTIS', 'QTIS' and COAG Declaration, add new defence force section (2), add new cancellation section (15), amendments to sections 3,7,8 and 10 and Attachments A & B (COAG Ministerial Declaration), section 4 (identification requirements for companies), section 10 (business experience for QBPs and ex-ESO inspectors experience relevant to QTPs), sections 12 and 13 (medical exemptions), section 14 (IS42 and use of personal information), machinery of government changes, minor other information updates and general formatting changes.	May 2007
8	Add eligibility requirements for EWTP (6), amendment to transitional provisions (9 and Attachment C and F) and other amendments to align operational practices, policy decisions and changes to legislation/training frameworks.	February 2008
8a	Minor amendment to section 10 to clarify policy intent in relation to QTP eligibility.	March 2008
9	Add provisions for overseas skills assessment and scope of work, amended restricted electrical licence categories, and other minor amendments to align with recent legislation changes.	September 2008
10	Machinery of Government changes. A business course added for the QBP requirement. Different resuscitation requirements from the Resuscitation Council of Australia. The definition 'fit and proper' person for QTP and QBP requirements. Changes resulting from the new Information Privacy Act 2009 . Minor changes relating to page numbering, version numbers, website address, training course details.	January 2011
10a	Remove financial requirements, update training course details; clarify insurance requirements and an eligibility requirement.	May 2011
11	Restricted Skill Sets; Skills Maintenance for HVEP; Completion Statement currency; new QTP course of instruction; declarations for CPR, Insurance, etc; ASIC for Business Name Registration	May 2012
12	Electrical Engineers units of competence allocated as per occupational need, New QBP course of instruction, Eligibility for Gas B type licence.	March 2013
13	Course package updates, Amended to align with Electrical Safety Regulation 2013	February 2014
14	Course package updates; Restricted Licence working on employers assets; Bio-Medical electrical equipment technician	May 2014

Disclaimer

Information and requirements in this policy and attachments is provided to assist in determining the eligibility and other requirements of applicants for an electrical work licence and electrical contractor licence under the [Electrical Safety Act 2002](#) (the Act).

Information and requirements in this policy should be read in conjunction with the Act and the [Electrical Safety Regulation 2013](#) (the Regulation), and where any discrepancy arises, the Act and the Regulation take precedence. Information and requirements stated in this policy may be subject to change at any time without notice.

While all care is taken in providing accurate information in this policy and attachments, the Department of Justice and Attorney-General and its staff will not be liable for any

errors or omissions or for any loss or damage suffered by you or any person which arises (directly or indirectly) from reliance on the information in this policy or for any resulting breach by you of your obligations under the Act.

Scope

This policy relates to the eligibility and other requirements for an electrical work licence (occupational) and electrical contractor licence (business) under the Electrical Safety Act 2002 and Electrical Safety Regulation 2013.

It outlines standards which are considered to satisfy the regulator that the applicant meets the general, eligibility and insurance requirements for an electrical licence. The policy nominates evidence most commonly submitted by applicants. Evidence submitted by applicants which is not identified in the policy should be referred to the Principal Licensing Officer, Electrical Safety Office or delegate for a decision.

Rationale

The Act provides for the safety of all persons through the licensing and discipline of persons who perform electrical work or provide electrical services. A number of general, eligibility and insurance requirements, prescribed in the Regulation for the issue of an electrical licence, must be met to the regulator's satisfaction.

A comprehensive policy outlining standards which are considered to meet the regulator's satisfaction will ensure a consistent and transparent approach in the consideration of licence applications, improve efficiencies in the administration process, and enhance industry and stakeholder confidence in the electrical licensing regime.

Purpose

To guide departmental officers in making consistent and transparent decisions about the eligibility of electrical licence applicants, and provide information to other interested stakeholders, such as supervising registered training organisations.

Definitions

Approved form – a form approved by the regulator under Section 208 of the Electrical Safety Act 2002.

[AS/NZS 3000 Wiring Rules](#) – current edition of the Australian/New Zealand Standard Electrical Installations.

Calling – has the meaning given in schedule 3 of the Vocational Education, Training and Employment Act 2000 and includes:

- (a) a craft, manufacture, occupation, trade, undertaking or vocation; or
- (b) a section of something mentioned in paragraph (a).

Regulator – means the regulator (Associate Director-General, Fair and Safe Work Queensland) of the department responsible for the administration of the Electrical Safety Act 2002.

Completion statement – document signed by apprentice/trainee, the employer (where applicable) and a nominated representative of the supervising registered training organisation that states the apprentice/trainee has completed the training required for the apprenticeship/traineeship and is entitled to be issued a qualification or statement of attainment for the apprenticeship/traineeship. A completion statement is accepted by the Department of Justice and Attorney-General (DJAG) as evidence of competence in the nominated area of electrical trade work.

Corresponding training department – a department of government of another state in which a law corresponding to the Vocational Education, Training and Employment Act 2000 is administered.

Electrical equipment – has the meaning given in Section 14 of the Act – ‘Meaning of electrical equipment’, and includes any apparatus, appliance, cable, conductor, fitting, insulator, material, meter or wire used for controlling, generating, supplying, transforming or transmitting electricity at a voltage greater than extra low voltage; or operated by electricity at a voltage greater than extra low voltage; or that is, or forms part of, a cathodic protection system. Equipment not considered electrical equipment is defined in Section 14(2) of the Act.

Electrical Safety Office (ESO) – is the Queensland electrical safety regulatory agency, located in the DJAG, which is responsible for the administration of the Act.

Electrical work – has the meaning given to it in Section 18 of the Act – ‘Meaning of electrical work’, and includes manufacturing, constructing, installing, testing, maintaining, repairing, altering, removing or replacing of electrical equipment. Activities not electrical work are defined in Section 18(2) of the Act.

Electrical Work Training Permit (EWTP) – is a class of electrical work licence and authorises the performance of electrical work as specified in Section 40 of the Regulation – ‘What electrical work training permit authorises’.

External licence – means a current licence, permit, certificate or other authority:

- a) issued under a law of the Commonwealth, another state or New Zealand; and
- b) authorising the holder to perform work of a type the holder of electrical work licence is authorised to perform.

[Mutual Recognition Act 1992](#) - Section 32 – ‘Ministerial Declaration (09/02/2007)’ (also MD (09/02/2007)) – This declaration sets out a range of equivalent registered occupations across states and territories in relation to and including electricians, electrical fitters, cable jointers, linespersons and restricted electrical workers.

Mutual Recognition Act 1992 - Section 32 – ‘Ministerial Declaration (08/05/2008)’ (also MD (08/05/2008)) – This declaration sets out equivalent registered occupations across states and territories in relation to an individual unrestricted electrical contractor.

National Training Information Service (NTIS) - NTIS and Queensland Training Information Service (QTIS) have since been replaced by Training.gov.au. Training.gov.au is the official National Register on Vocational Education and Training (VET) in Australia and is the authoritative source of information on training packages,

qualifications, accredited courses, units of competence, skill sets and registered training organisations.

Offshore Technical Skills Record (OTSR) – is a document issued by VETASSESS under the Migration Regulations 1994 (Cwlth) after a successful assessment against the relevant Australian trade qualification. It lists the technical skills demonstrated in the practical assessment and the gap in the Australian skills or knowledge component which needs to be bridged to achieve the full Certificate III qualification. An OTSR is a ‘relevant qualification’ under Sections 43(6) ‘relevant qualification (e)’ or 44(7)(c) of the Regulation for the issue of an electrical work training permit.

Principal Licensing Officer – positions within Electrical Safety Office, Equipment Safety and Licensing division, responsible for expert assessment of electrical licence applications to determine eligibility. These include the Director - Equipment Safety and Licensing, the Manager – Licensing, and the Principal Licensing Officer.

Registered training organisation (RTO) – has the meaning given in Section 19 of the *Vocational Education, Training and Employment Act 2000*, and includes a person whose details as a training organisation are registered. For example, a TAFE college that has its details as a training organisation registered with the National Training Information Service.

Registration – has the meaning given in Section 4(1) of the *Mutual Recognition (Queensland) Act 1992* and includes the licensing, approval, admission, certification (including by way of practising certificates), or any other form of authorisation, of a person required by or under legislation for the carrying on of an occupation.

Reinstatement – re-establish currency of a licence within one year of the licence expiry.

Relevant assessing authority – has the meaning given in Schedule 9 of the Regulation, and means a relevant assessing authority under the Migration Regulations 1994 (Cwlth).

Supervising registered training organisation (SRTO) – registered training organisation that delivers training or assessment, within their scope of registration, to an apprentice, trainee or other student, and issues a qualification or statement of attainment when satisfied the training or assessment has been completed. This definition is for the purposes of electrical licensing only and does not affect or restrict the application of the Vocational Education, Training and Employment Act 2000.

The Act – the Electrical Safety Act 2002

The Regulation – the Electrical Safety Regulation 2013.

Vocational Education, Training and Employment Act 2000 – Queensland legislation which ‘provides for vocational education, training and employment’.

Related documents

- [Electrical Safety Act 2002](#)
- [Electrical Safety Regulation 2013](#)
- [Mutual Recognition \(Queensland\) Act 1992](#) (also MRQA 1992)
- [Trans-Tasman Mutual Recognition \(Queensland\) Act 2003](#) (also TTMRQA 2003)
- [Migration Regulations 1994 \(Cwlth\)](#)
- [Vocational Education, Training and Employment Act 2000](#)

Approved application forms and guidelines for training permits and electrical work and contractor licences – available [here](#).

How to use this policy

It is *not* the intent of the policy to eliminate or reduce reference to the Act or the Regulation. Rather, the document seeks to identify legislation relevant to the eligibility and other requirements for an electrical licence and then link the legislative requirements to the practical application i.e. the standard or evidence required to satisfy the regulator of eligibility. To assist users, each section generally consists of three components distinguished by different formatting:

1. General and background information – Times New Roman 12 point font.

2. *Legislative references – Times New Roman italic 12 point font.*

3. Application of the legislation – identified in boxes directly under the corresponding legislative provisions. The boxes are headed either 'standard to satisfy the regulator', 'considerations by the regulator', 'examples' or 'note'. When a number of options are available to satisfy the eligibility criteria, or eligibility can only be determined by working through a number of steps, users are referred to a relevant attachment included at the end of the document.

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1. When is an electrical licence required?

Electrical work licence and external licence equivalents

Section 55 of the [Requirement for Electrical Work Licence Act](#) requires a person who performs or supervises electrical work to hold a current electrical work licence which authorises the person to perform the work. Section 55(3) prescribes the circumstances when an electrical work licence is *not* required.

Schedule 1 of the Regulation prescribes external Australian and NZ licences taken to be equivalent to particular Queensland electrical work licences. A person performing electrical work within the authority of one of these current external licences is *taken to hold* an electrical work licence and is not legislatively required to apply for the equivalent Queensland licence. However, the external licence holder may apply for the equivalent Queensland licence on the basis of mutual recognition.

Electrical contractor licence and recognition of other business licences

Section 56 - [Requirement for Electrical Contractor Licence Act](#) requires a person who conducts a business or undertaking, that includes the performance of electrical work, to hold a current electrical contractor licence. Sections 56(2) and (3) of the Requirement for Electrical Contractor Licence Act prescribe circumstances included and excluded within the scope of a business or undertaking that includes the performance of electrical work.

Note that a person who contracts for the performance of work that includes electrical work does *not* require an electrical contractor licence, if the electrical work is intended to be subcontracted to the holder of an electrical contractor licence (Section 56(3) (b) of the Act.

For the conduct of a business or undertaking that includes the performance of electrical work, *other than electrical installation work, a person is taken to hold an electrical contractor licence* to the extent that the work is a necessary part of, or is incidental to, the performance of work under a current trade contractor's licence issued under the [Queensland Building Services Authority Regulation 2003](#) (Section 64 of the Electrical Safety Regulation 2013 – 'Operation of trade contractor's licence'). This section seeks to ensure that persons operating businesses licensed under the Queensland Building Services Authority legislation that carry out minor incidental electrical work are not required to be licensed twice.

Example of application under Section 64 of the Electrical Safety Regulation 2013.

A company which conducts the business of mechanical ventilation system maintenance will not require an electrical contractor's licence to perform the electrical work component of the repairs and maintenance if the business holds a refrigeration, air-conditioning and mechanical services licence issued by the Queensland Building and Construction Commission.

2. Serving and ex-defence force applicants

Applicants who undertook trade training in the Royal Australian Navy, the Australian Regular Army, or the Royal Australian Air Force, and who were issued with a relevant qualification, will need to have their skills and qualification assessed to meet Queensland eligibility requirements.

Standard to satisfy the regulator

The relevant qualifications and evidence of examination requirements and competence vary with the type of applicant. Please refer to *Attachment C* for further information.

Defence force applicants who have not been issued a qualification or who are not mentioned in *Attachment C* may need to apply to Trades Recognition Australia for an Australian Recognised Tradesman's Certificate.

Trades Recognition Australia
Postal address: GPO Box 9879, Melbourne VIC 3001
Telephone: 03 9954 2537

Applicants will be required to meet Queensland requirements which are not equivalent e.g. resuscitation and rescue requirements. Pending the application outcome, the applicant may be required to undertake some additional training via a supervising registered training organisation with regards to their trade in order to qualify for a work licence/permit.

Conditions or restrictions may be placed on an issued Queensland licence to achieve equivalence. Applicants must be informed of further training which they could undertake to achieve competence allowing the removal of any conditions or restrictions.

3. Mutual recognition

A person who holds current registration in another Australian state or territory or New Zealand (NZ) to perform an electrical occupation, trade, profession or calling may apply for a Queensland electrical licence on the basis of mutual recognition. The relevant legislation for mutual recognition is the Mutual Recognition (Queensland) Act 1992 (MRQA 1992), the Trans-Tasman Mutual Recognition (Queensland) Act 2003, the Mutual Recognition Act 1992 (TTMRQA 2003) - Section 32- Ministerial Declaration (09/02/2007) and (08/05/2008). The MD (09/02/2007) and MD (08/05/2008) give effect to mutual recognition of registered occupations including electricians, electrical fitters, cable jointers, lineworkers, restricted electrical licences and individual unrestricted electrical contractor licences, subject to any conditions, limitations or restrictions.

However, the mutual recognition principle is subject to the exception that it does not affect the operation of laws that regulate the manner of carrying on an occupation in the second jurisdiction (in this case Queensland). Mutual recognition applicants will be required to meet Queensland requirements, which are not equivalent e.g. electrical contractors will be required to hold insurance requirements to the level prescribed under the Regulation.

A Queensland licence awarded under mutual recognition arrangements will include any conditions or restrictions that apply to the licence, registration, or authority of the other jurisdiction. Applicants must be informed of further training which they could undertake to achieve competence allowing the removal of any conditions or restrictions.

Applicants must satisfy the regulator that they met any regulatory standards in the state where they previously performed the electrical work or conducted the electrical business. This may typically be evidenced by a current registration.

If a registration is not included in the MD (09/02/2007) or MD (08/05/2008), or if the registration outcome depicted on a schedule is the statement '*No equivalent declared*', the decision on recognition of registration will be made by the regulator in accordance with the MRQA 1992 or the TTMRQA 2003.

To satisfy the regulator, applicants must provide a written notice and documentation covering the elements required in the MRQA 1992 or the TTMRQA 2003. Registration on the basis of mutual recognition must be granted, postponed or refused within one month after the notice is lodged (Section 21 of the MRQA 1992 and Section 20 of the TTMRQA 2003). Until such time, the person is deemed to be registered (Section 25, MRQA and Section 24 of the TTMRQA 2003).

Application of mutual recognition to each class of electrical work licence and electrical contractor licences is discussed in the eligibility requirements sections.

Standard to satisfy the regulator

Completed mutual recognition statutory declaration which addresses all the elements listed in Section 19 of the MRQA 1992 or Section 18 of the Trans-Tasman Mutual Recognition (Queensland) Act 2003. This includes appropriate evidence that the person holds a current registration required by, or under legislation, as listed in either Schedules 9 to 13 of the MD (09/02/2007) or Schedule 1 of the MD (08/05/2008) or listed in *Attachment A*.

Acceptable mutual recognition statutory declarations covering the necessary elements are available [here](#).

4. General criteria for electrical licence applications

With appropriate delegation from the regulator, applications for the issue, renewal or reinstatement of an electrical licence are administered by the Department of Justice and Attorney-General (DJAG).

Application for the issue of an electrical licence must:

- be made in the approved form
- comply with requirements prescribed in the Regulation, including the payment of fees (Schedule 8 of the Regulation – ‘Fees’)
- be decided in reference to the eligibility requirements prescribed in the Regulation for the issue of the licence (Section 59 the Act – ‘Application for issue of electrical licence’).

Proof of identity

Although not specified in the legislation, proof of identity must be provided for new licence applicants and persons nominated as ‘qualified persons’ who do not hold a current Queensland electrical licence. Proof of identity is not required for renewal purposes.

Standard to satisfy the regulator

An applicant will be considered as identified if they achieve 100 points of identification using the documents and points nominated on the application form, and the application form declaration is signed by an authorised person, or the original documents are sighted by a DJAG employee.

If the contractor business is a corporation, the corporation must also be registered with the Australian Securities and Investment Commission (ASIC). The registration of the corporation will be verified by the department.

Standard to satisfy the regulator

ASIC certificate of registration issued to the company. If the business has held a Queensland electrical contractor licence under the same business/legal name within the last 12 months, submitting another certificate of registration as evidence along with the application may not be required, provided that:

- a departmental officer verifies the original certificate of registration submitted with the original licence application, and
- a departmental officer verifies the current registration status via the [ASIC National Names Index](#) at the time of processing, and attaches a printout showing all relevant details to the applicant’s file as evidence.

A person using their own name (i.e. given names and/or initials followed by their surname without any addition), does not need to register their business name. All other business names, including names with additions such as JT Smith Electrical or JT Smith and Sons, are registrable under the [Business Names Act 1962](#), and must be registered with ASIC. The registration of these business names will be verified as part of the application process by the department.

Standard to satisfy the regulator

Business name registration issued by ASIC. If the business has held a Queensland electrical contractor licence under the same business/legal name within the last 12 months, submitting another business name registration as evidence along with the application may not be required, provided that:

- a departmental officer verifies the original business name registration submitted with the original licence application; and
- a departmental officer verifies the current registration status via the ASIC National Names Index at the time of processing, and attaches a printout showing all relevant details to the applicant's file as evidence.

Documents submitted with an application

Documents submitted to evidence general and eligibility requirements must be verified or certified. A copy can be certified by a Justice of the Peace (qualified) or a Commissioner of Declarations, or verified by an authorised officer using the Document Declaration form, available on the Electrical Safety Office's [website](#).

Documents may be submitted in electronic form in accordance with the Electronic Transactions (Queensland) Act 2001 if all other requirements, such as certification/verification are met.

Statutory declarations made in support of an application are to be in the department's approved form available from the website, or an alternative form that includes all the elements required by the [Oaths Act 1867](#).

5. General requirements for an electrical work licence

Several requirements apply generally for the issue of an electrical work licence, other than an electrical work training permit (Section 42 of the Regulation – ‘General requirements’).

- Section 42(2)(b) of the Regulation relates to the applicants proficiency in English. The applicant must demonstrate they can adequately understand, read and write in the English language without the aid of an interpreter.
- Section 42(3) of the Regulation relates to the applicants previous electrical work performance. The regulator may consider the applicant’s previous performance as a licensed electrical worker, including any history of disciplinary action taken against the applicant under a law regulating the activities of licensed electrical workers, or any non-performance of an obligation under a law about electrical work and the reasons for the non-performance.

Standard to satisfy the regulator

The following factors should be taken into account when considering previous electrical work performance:

- The extent of the disciplinary action i.e. reprimand, suspension or cancellation of licence.
- Seriousness of breaches of legislation and the actual or potential consequence.
- Timing of previous disciplinary action or non-compliance.
- Remedial action taken by the applicant to address any non-compliances.

Applications with a prior history of disciplinary action should be referred to the Principal Licensing Officer for consideration.

- Section 42(4) of the Regulation relates to the applicants competence to carry out resuscitation.

The regulator must be satisfied the applicant has been trained in, and is competent to carry out, resuscitation on an individual who has stopped breathing or is unconscious because of electric shock.

Standard to satisfy the regulator

Evidence by way of declaration that the applicant holds a *current* (issued within the past 12 months) statement or certificate of attainment issued by a registered training organisation, or other equivalent document issued by another training provider stating the individual is competent in resuscitation. Course competency must include physical demonstration of CPR skills and knowledge on a manikin. Solely computer based systems do not fulfill this requirement.

Although a verified or certified copy of the certificate is not required at the time of licence application or renewal, the certificate must be kept and provided by the applicant when requested as part of auditing processes.

Section 42(5) of the Regulation relates to the applicants competence to carry out pole-top rescue and resuscitation.

For an application for an electrical linesperson licence, the regulator must also be satisfied that the applicant has been trained in, and is competent to carry out, resuscitation and rescue at a pole-top or transmission tower on an individual who has stopped breathing or is unconscious because of electric shock.

Standard to satisfy the regulator

Evidence by way of declaration that the applicant holds a *current* statement or certificate of attainment issued by a registered training organisation, which states the individual is competent in pole-top rescue and resuscitation. An equivalent document issued by a training provider is acceptable.

Although a verified or certified copy of the certificate is not required at the time of licence application or renewal, the certificate must be kept and provided by the applicant when requested as part of auditing processes.

6. Electrical work training permit

Electrical work training permits allow persons not listed in Section 55(3) of the Act – ‘Requirement for electrical work licence’ (i.e. persons who are not apprentices, trainees or students working under the supervision of teaching staff¹) to undertake a structured on-the-job training program, coordinated by a supervising registered training organisation, to gain the experience necessary to meet the eligibility requirements for a work licence.

Example of person who may require a training permit

A licensed electrical fitter wants to gain an electrical mechanic licence. The person has not completed an apprenticeship relevant to the trade work of an electrical mechanic, so they enter into a training plan with a supervising registered training organisation. An electrical work training permit must be issued to allow the person to perform the ‘on-the-job’ electrical work outlined in their training plan to gain the competence necessary to meet the licence eligibility requirements.

Persons issued with an electrical work training permit do not initially need to meet all the same eligibility requirements as those for an electrical work licence. However, some eligibility requirements apply for the issue of an electrical work training permit (Section 45 of the Regulation – ‘Eligibility requirements for electrical work training permit’).

Section 45(1) of the Regulation states that for a person to be issued an electrical work training permit that allows the person to perform the electrical work stated in the permit, the person must demonstrate they have a relevant qualification under Sections 43(6) or 44(7) for the stated electrical work.

Standard to satisfy the regulator

The person’s relevant qualification must relate directly to the type of electrical work for which the electrical work training permit is to be issued.

The following are the accepted relevant qualifications for the issue of an electrical work training permit to allow the person to perform the ‘on-the-job’ electrical work outlined in their training plan, to gain the competence necessary to meet the licence eligibility requirements:

- For an electrical mechanic licence, electrical linesperson licence, electrical fitter licence and electrical jointer licence, the relevant qualifications are outlined in Section 43(6) of the Regulation – ‘Eligibility requirements for electrical mechanic licence, electrical linesperson licence, electrical fitter licence and electrical jointer licence’.
- For a restricted electrical work licence the eligibility requirements are outlined in Section 44(7) of the Regulation – ‘Eligibility requirements for restricted electrical work licence’.

Example of a relevant qualification

An acceptable relevant qualification for a person who is to be issued an electrical work training permit for an electrical mechanic licence is that the person is the holder of a Queensland electrical fitter licence (Section 43(6) ‘Relevant qualification’ (a)(i) of the Regulation).

Section 45(2) of the Regulation – ‘Eligibility requirements for electrical work training permit’

The regulator may also consider the following in relation to the applicant’s activities: any history of disciplinary action taken against the applicant under a law regulating the activities of

¹ Refer to section 55(3) of the Act for full description of circumstances when apprentices, trainees and students are not required to hold an electrical work licence.

licensed electrical workers, or any non-performance of an obligation under a law about electrical work and the reasons for the non-performance.

Standard to satisfy the regulator

The following factors should be taken into account when considering the applicant's previous activities:

- The extent of any disciplinary action i.e. reprimand, suspension or cancellation of licence.
- The seriousness of any breaches of legislation and the actual or potential consequence.
- Timing of any previous disciplinary action or non-compliance.
- Remedial action taken by the applicant to address any non-compliances.

Applications with a prior history of disciplinary action should be referred to the Principal Licensing Officer for consideration.

When a training permit holder completes their training, and applies for an electrical licence, they must meet eligibility requirements for that class of licence. Therefore, *an electrical work training permit is not issued unless a licensing outcome is possible.*

Example of determining whether a licensing outcome is possible

A person is intending to apply for a restricted electrical work licence. The person has not completed an apprenticeship or training recognised as meeting the eligibility requirements for a restricted licence. To show a relevant qualification, this person must be able to demonstrate that they have a trade or calling recognised by the regulator as part of the eligibility requirements for the restricted licence before a training permit can be issued (refer to *Attachment D*). If they cannot demonstrate this, they will not be able to meet eligibility requirements and therefore must not be issued with a training permit.

Conditions or restrictions will be included on the electrical work training permit to ensure the proper performance of electrical work. The following two conditions will be included on all issued permits:

1. The holder must complete a structured training program coordinated by a registered training organisation relevant to the class of electrical work in which the person intends to apply for an electrical work licence, and
2. The holder may only perform electrical work under the supervision of an appropriately licensed electrical worker.

An electrical work training permit may be issued, renewed or reinstated for a maximum of one year (Section 46(2) of the Regulation – 'Term of electrical work licence'. If the Department receives a completion statement and an application for electrical work licence (permit holders) within six months of the permit's issue date, and the Department holds evidence of (or is included with the application) the applicant's current competence in resuscitation (and rescue if required), the applicant will not be required to pay a second application fee.

Before completion of the term of an electrical work training permit, the holder may apply for renewal. Similarly, within one year of the permit expiring, the holder may apply for reinstatement. Fees will apply in each case. Applications for renewal or reinstatement of an electrical work training permit should be forwarded to the Principal Licensing Officer for consideration.

Considerations by the Principal Licensing Officer

In deciding whether to renew or reinstate an electrical work training permit, the Principal Licensing Officer must give consideration to:

- compliance with the previous permit conditions
- time needed to complete the training authorised by the permit genuinely exceeds 12 months
- other factors which indicate the applicant's commitment to completing their training
- extenuating circumstances, such as illness, which prevented the person completing their training.

The Principal Licensing Officer may forward details of renewed or reinstated permits to Electrical Safety Compliance to monitor compliance with any conditions placed on the permit, such as the work is being performed by the holder of the training permit under the supervision of a licensed electrical worker.

7. Eligibility requirements for an electrical mechanic, linesperson, fitter, and jointer licence

This section outlines the eligibility requirements for electrical mechanic, electrical linesperson, electrical fitter and electrical jointer licences. The electrical work authorised by each of these licences is outlined in Sections 35, 36, 37 and 38 of the Regulation respectively. Each licence can be issued for a maximum of five years (Section 46 of the Regulation – ‘Term of electrical work licence’). When a work licence is renewed or reinstated the licence expiry is five years from the previous expiry date.

Delivery and assessment of accredited training resulting in a qualification or statement of attainment for electrical licence eligibility must include practical assessments of competencies using electrical industry endorsed training packages and relevant electro technology tools and equipment.

The regulator may not deem a person competent if not satisfied that the RTO that provides a qualification or statement of attainment has relevant electro technology resources.

Regardless of the class of electrical work licence, eligibility requirements are similar. To avoid repetition of the legislative provisions, eligibility requirements for an electrical mechanic, linesperson, fitter and jointer licence are collated in this section and grouped on the basis of the type of applicant – i.e. Queensland *and* non-Queensland electrical apprentice *or* relevant qualification application. Users are directed to the relevant attachments to identify standards of evidence relating to each licence class.

Application on the basis of mutual recognition

Applicants must satisfy the regulator that they met any regulatory standards in the state where they previously performed the electrical work. This may typically be evidenced by a current electrical licence. However, not all required electrical work training and qualifications across Australia and NZ are tied to a licensing outcome. For instance, persons working as electrical jointers or linesperson in NSW are not required to hold a licence, but must meet appropriate qualifications and training requirements.

Standard to satisfy the regulator

Completed mutual recognition statutory declaration, which addresses all the elements listed in Section 19(1) of the Mutual Recognition Act 1992 or Section 18 of the Trans-Tasman Mutual Recognition Act 2003. This includes evidence that the person holds a current registration required by or under legislation, as listed in either Schedules 9 to 12 of the MD (09/02/2007) or listed in *Attachment A*.

Refer to section three of this document, ‘Mutual recognition’, for information on the process for applying on the basis of mutual recognition.

Satisfying the eligibility requirements

An applicant may satisfy the eligibility requirements for the issue of an electrical work licence in a number of ways. Each is described below:

- Queensland electrical apprentice Section 43(3) of the Regulation, *or*
- Non-Queensland electrical apprentice Section 43(4) of the Regulation.

The applicant must have:

- a) *satisfactorily finished an apprenticeship under the Vocational Education, Training and Employment Act 2000, or an equivalent apprenticeship, to achieve competence in the relevant trade work; and*
- b) *satisfactorily finished a course of instruction decided by the regulator; and*

Standard to satisfy the regulator

Qualification, statement of attainment, certificate or completion statement that states the person has completed an apprenticeship or courses of instruction outlined in *Attachment B – Table 1*.

- c) *given the regulator a written statement that:*
 - i) *states that the applicant is competent in the relevant trade work; and*
 - ii) *is verified by the supervising registered training organisation, or equivalent non-Queensland training organisation that issues a qualification of statement of attainment for training delivered to the applicant under the apprenticeship; and*

Standard to satisfy the regulator

Completion statement completed and signed by a nominated representative of the supervising registered training organisation, or equivalent non-Queensland supervising training organisation.

- d) *given to regulator a written statement that:*
 - i) *for Queensland apprentices states that the applicant has finished the training to be delivered to the applicant under the training plan/s for the apprenticeship, and is verified either by the person who as an employer is party to the training plan under which the applicant finished the apprenticeship; or*

Standard to satisfy the regulator

Completion statement completed and signed by:

1. *a nominated representative of the supervising registered training organisation, and*
2. *the employer under whom the applicant finished their apprenticeship, and*
3. *the apprentice or permit holder.*

- ii) *for non-Queensland apprentices states that the applicant has satisfactorily finished the training to be delivered to the applicant under the apprenticeship, and is verified by the employer under whom the applicant finished the apprenticeship, and*

Standard to satisfy the regulator

Completion statement completed and signed by the employer under whom the applicant finished their apprenticeship.

- e) *satisfied the regulator the applicant is competent in the relevant trade work.*

Standard to satisfy the regulator

Usually satisfied for new licence applications if the applicant meets eligibility requirements (a) through (d).

Note: For electrical linesperson and jointer, an ‘equivalent apprenticeship’ for non apprentice applicants means an arrangement where a person is bound to or put under the care of an

employer for instruction in a trade. This is typically evidenced by a contractual arrangement, including a formal training schedule and a formal assessment process.

- Relevant qualification application Section 43(5) of the Regulation.

The applicant must:

- a) *have a relevant qualification recognised as:*
 - i) *a current electrical licence of a stated class, or*
 - ii) *served an apprenticeship to the calling of the relevant trade under the Vocational Education, Training and Employment Act 2000, but not finished the course of instruction, or*
 - iii) *a tradesman's certificate within the meaning of the [Tradesmen's Rights Regulation Act 1946 \(Cwlth\)](#) in the classification of electrical work relevant to the application, or*
 - iv) *an expired electrical work licence issued under the Act, in the same class relating to their application, or*
 - v) *a certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for an occupation, relating to a class of electrical licence identified in Section 33(a) to (e) of the Regulation, and*
- b) *have complied with the regulator's examination requirements, and*
- c) *be competent in the relevant trade work.*

Standard to satisfy the regulator

Refer to *Attachment C* for relevant qualifications, examination requirements and evidence of competence in the relevant trade work which satisfy the eligibility requirement.

If the applicant fails to satisfy the regulator of their eligibility, they may be issued with an electrical work training permit to gain the skills and experience necessary to meet the eligibility requirements for a work licence.

8. Eligibility requirements for a restricted electrical work licence

A restricted electrical licence authorises the holder to carry out or perform electrical work only of a particular type stated in the licence (Section 39(1) of the Regulation – ‘What restricted electrical work licence authorises’).

DJAG issues restricted licences in accordance with the national restricted electrical framework, which consists of eight work area categories (endorsements) relating to work on particular types of equipment. An applicant for a restricted licence must be able to demonstrate a need to carry out restricted electrical work i.e. they must demonstrate a trade or calling. Details of the trades or callings are shown in more detail in *Attachments D and E*.

Endorsements on a restricted licence can include:

1. composite equipment
2. high voltage electrical propulsion
3. plumbing/gas
4. electronics
5. pre-assembled signs
6. electric motor
7. refrigeration/air conditioning
8. instrumentation/process control.

There are six units of competence, with further subdivisions for two of the units (units 3 and 4). These units of competence may be grouped in various ways to match the skills needed by workers, who are required to perform restricted electrical work. Restricted electrical licences are issued based on the units of competence achieved.

Unit of competence No.	Unit of competence descriptor in endorsed area only (e.g. endorsements 1 to 8 above)
1	Occupational health & safety
2	Disconnect and reconnect fixed wired equipment
3A	Locate and rectify faults in 250V equipment (motors)
3B	Locate and rectify faults in 250V equipment (water heaters)
3C	Locate and rectify faults in 250V equipment (appliances)
4A	Locate and rectify faults in 1000V equipment (motors)
4B	Locate and rectify faults in 1000V equipment (water heaters)
5	Attach flexible cord and plug to 250V equipment
6	Attach flexible cord and plug to 1000V equipment

Application on the basis of mutual recognition

Applicants must satisfy the regulator that they met any regulatory standards in the state where they previously performed the electrical work. This may typically be evidenced by a current electrical licence or certificate.

Standard to satisfy the regulator

Completed mutual recognition statutory declaration which addresses all the elements listed in Section 19(1) of the Mutual Recognition (Queensland) Act 1992, or Section 18 of the Trans-Tasman Mutual Recognition (Queensland) Act 2003. This includes evidence that the person holds a current registration required by or under legislation, as listed in either Schedule 13 of the MD (09/02/2007) or listed in *Attachment A*.

Refer to section three of this document, 'Mutual recognition', for information on the process for applying on the basis of mutual recognition.

- Queensland apprentice (Section 44(2), of the Regulation - Eligibility requirements for restricted electrical work licence), or
- Non-Queensland apprentice (Section 44(3) of the Regulation).

To be issued a restricted electrical work licence the applicant must have:

- a) satisfactorily finished a course of training under the Vocational Education, Training and Employment Act 2000, or equivalent course of training outside Queensland, that the regulator considers to be appropriate, *and*
- b) satisfactorily finished a course of instruction decided by the regulator, *and*

Standard to satisfy the regulator

Refer to *Attachment B – Table 2* for courses of training and instruction considered appropriate or decided by the regulator.

- c) *given the regulator a written statement that:*
 - i) *states that the applicant is competent in performing electrical work the subject of the application, and*
 - ii) *is verified by the supervising registered training organisation, or equivalent non-Queensland training organisation, that issues a qualification or statement of attainment for the course, and*

Standard to satisfy the regulator

Completion statement completed and signed by a nominated representative of the supervising registered training organisation, or equivalent supervising non-Queensland training organisation.

- d) *if the course is training delivered to the applicant under a training plan or apprenticeship or traineeship given the regulator a written statement that:*
 - i) *for Queensland apprentices/trainees states that the applicant has satisfactorily finished the training to be delivered to the applicant under the training plan/s, or*
 - ii) *for non-Queensland apprentices/trainees states that the applicant has satisfactorily finished the training to be delivered to the applicant under the apprenticeship or traineeship, and*
 - iii) *for Queensland apprentices, is verified by the person who as an employer is party to the training plan, or*

- iv) for non-Queensland apprentices, *is verified by the employer under whom the applicant finished the apprenticeship or traineeship, and*

Standard to satisfy the regulator

For apprentices, a completion statement completed and signed by:

1. a nominated representative of the supervising registered training organisation or equivalent non-Queensland supervising training organisation, *and*
2. the employer under whom the applicant finished their apprenticeship, *and*
3. the apprentice or permit holder, *or*

- d) *satisfied the regulator the applicant is competent to perform electrical work the subject of the licence.*

e)

Standard to satisfy the regulator

Usually satisfied for new licence applications if the applicant meets eligibility requirements (a) through (d).

- Relevant qualification application (Section 44(5) of the Regulation).

The applicant must have:

a) *a relevant qualification defined as:*

- i) *a tradesperson's certificate within the meaning of the Tradesmen's Rights Regulation Act 1946 (Cwlth) in a calling that the regulator has decided requires the tradesperson to perform the electrical work, or*
- ii) *a tradesperson's certificate issued by a corresponding training department in a calling that the regulator has decided requires the tradesperson to perform the electrical work, or*
- iii) *a certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for an occupation that is or includes a calling that the regulator has decided requires the holder to perform electrical work, or*
- iv) *has equivalent qualifications or experience in a calling that the regulator decides requires the person to perform electrical work, or*
- v) *the person held a restricted electrical licence (with the same endorsements they are applying for) issued under the Act that has expired, and*

Standard to satisfy the regulator

Refer to *Attachment D* for standards to satisfy the regulator that a person has a trade or calling that *requires the performance of incidental electrical work.*

b) *satisfactorily finished a course of instruction decided by the regulator, and*

c) *given a written statement that:*

- i) *states that the applicant is competent in performing electrical work the subject of the application, and*
- ii) *is verified by the registered training organisation that delivered training to the applicant, and*

d) *if the course is training delivered to the applicant under a training plan, produced a written statement that states that the applicant has satisfactorily finished the training to be delivered under the training plan/s, and is verified by the person who as an employer is party to the training plan, and*

e) *satisfied the regulator the applicant is competent to perform electrical work the subject of the licence.*

Standard to satisfy the regulator

Completion statement completed and signed by supervising registered training organisation, or equivalent supervising non-Queensland training organisation, the applicant's employer (where applicable) and the applicant.

Refer to *Attachment E* for relevant qualifications, courses of instruction and on-the-job training programs accepted by the regulator. Each is mapped to a licensing outcome.

9. Transitional provisions for electrical linespersons and electrical jointer

Apprenticeships for electrical linespersons and electrical jointers have been introduced progressively since 2001. Transitional provisions have been incorporated in the Regulation to ensure persons who gained their qualification within Australia, other than through an apprenticeship, are not disadvantaged by the introduction of new legislation. Refer to Sections 293 and 294 of the Regulation.

The transitional provisions apply to applicants with two years relevant Australian work experience and relevant qualifications, who were entitled to be issued with a licence under the [Electricity Regulation 1994](#) (Electricity Regulation) prior to 1 October 2002.

Standard to satisfy the regulator

Refer to *Attachment F* for evidence of qualifications accepted by the regulator.

Reference: repealed Sections 214, 215, 221 and 222 Electrical Safety Regulation 2002:

214 Eligibility for electrical jointer licence

- (1) *This section applies to a person if, immediately before the commencement of this section, the person complied with the requirements under Section 46(2) or (3) of the Electricity Regulation for the issue of a licence as an electrical jointer.*
- (2) *The person is taken to comply with the eligibility requirement for the issue and subsequent renewal or reinstatement of an electrical jointer licence under this regulation.*
- (3) *This section is subject to Section 221 (ESR 2002).*

215 Eligibility for electrical linesperson licence

- (1) *This section applies to a person if, immediately before the commencement of this section, the person complies with the requirements under Section 47(2) or (3) of the Electricity Regulation for the issue of a licence as an electrical linesperson.*
- (2) *The person is taken to comply with the eligibility requirement for the issue and subsequent renewal or reinstatement of an electrical jointer licence under this regulation.*
- (3) *This section is subject to Section 222 (ESR 2002) .*

221 – Further provision for electrical jointer licences

- (1) *This section applies to a person mentioned in Section 214 if, immediately before October 2002:*
 - (a) *the person complied with the requirements under Section 46(3) of the Electricity Regulation for the issue of a licence as an electrical jointer, and*
 - (b) *for Section 46(3)(a) of the Electricity Regulation, the person had been employed outside Queensland, but not in Australia, as an electrical jointer for at least 2 years.*
- (2) *Section 214(2) stops applying to the person on the commencement of this section.*
- (3) *Despite subsection (2), Section 214(2) continues to apply to the person if, immediately before the commencement, the person:*
 - (a) *held a licence as an electrical jointer, or*
 - (b) *had applied for the issue, renewal or reinstatement of a licence as an electrical jointer.*

222 – Further provision for electrical linesperson licences

- (1) *This section applies to a person mentioned in Section 215 if, immediately before October 2002:*
 - (a) *the person complied with the requirements under Section 47(3) of the Electricity Regulation for the issue of a licence as an electrical linesperson, and*
 - (b) *for Section 47(3)(a) of the Electricity Regulation, the person had been employed outside Queensland, but not in Australia, as an electrical linesperson for at least two years.*
- (2) *Section 215(2) stops applying to the person on the commencement of this section.*
- (3) *Despite subsection (2), Section 215(2) continues to apply to the person if, immediately before the commencement, the person:*
 - (a) *held a licence as an electrical linesperson, or*
 - (b) *had applied for the issue, renewal or reinstatement of a licence as an electrical linesperson*

Reference: repealed Sections 46 and 47 Electricity Regulation 1994

46 – Qualification of electrical jointer

- (1) *An applicant is entitled to be issued a licence as an electrical jointer only if the applicant complies with subsection (2) or (3).*
- (2) *The applicant must have:*
 - (a) *been employed as an assistant in electrical jointing work for at least 2 years, and*
 - (b) *satisfactorily finished a course of theoretical and practical training approved by the EWC Board, and*
 - (c) *produced a certificate from the applicant’s employer outlining the experience the applicant has had in the electrical industry,; and*
 - (d) *produced a certificate from an electrical engineer or a licensed electrical jointer that:*
 - (i) *the applicant has had experience for 300 hours, or a shorter period the board considers sufficient in the circumstances, in jointing and terminating cables that are not energized; and*
 - (ii) *in the reasonable opinion of the engineer or jointer, the person can and will perform and electrical jointer’s work in a safe and workmanlike manner; and*
 - (e) *satisfactorily finished an examination required by the board or been accepted, without examination, by the board as qualified to be an electrical jointer.*
- (3) *The applicant must have:*
 - (a) *been employed outside Queensland as an electrical jointer for at least two years, and*
 - (b) *produced a certificate from the applicant’s employer outlining the experience the applicant has had in the work of an electrical jointer, and*
 - (c) *satisfied the board that the certificate and the experience outlined in it are appropriate and sufficient, and*
 - (d) *satisfactorily finished an examination required by the board or been accepted, without examination by the board as qualified to be an electrical jointer.*

47 – Qualifications of electrical linesperson

- (1) *An applicant is entitled to be issued a licence as an electrical linesperson only if the applicant complies with subsection (2) or (3).*
- (2) *The applicant*

- (a) *must:*
 - (i) *have been employed as a labourer or a tradesperson's assistant on overhead electric line construction or maintenance for at least 18 month, or*
 - (ii) *be a licensed electrical fitter or licensed electrical mechanic, and*
 - (b) *must have satisfactorily finished a course of theoretical and practical training approved by the EWC Boar, and*
 - (c) *must have produced a certificate from the applicant's employer outlining the experience the applicant has had in the electrical industry, and*
 - (d) *must have produced a certificate from an electrical engineer or a licensed electrical linesperson that:*
 - (i) *the applicant has had experience for 300 hours, or a shorter period the board considers sufficient in the circumstances, working up a pole on dead line work; and*
 - (ii) *in the reasonable opinion of the engineer or linesperson, the person can and will perform an electrical linesperson's work in a safe and workmanlike manner, and*
 - (e) *must have satisfactorily finished an examination required by the board or been accepted, without examination, by the board as qualified to be an electrical linesperson.*
- (3) *The applicant must have:*
- (a) *been employed outside Queensland as an electrical linesperson for at least two years, and*
 - (b) *produced a certificate from the applicant's employer outlining the experience the applicant has had in the construction and maintenance of overhead electric lines, and*
 - (c) *satisfied the board that the certificate and the experience outlined in it are appropriate and sufficient, and*
 - (d) *satisfactorily finished an examination required by the board or been accepted, without examination, by the board as qualified to be an electrical linesperson.*

10. Eligibility requirements for an electrical contractor licence

Application on the basis of mutual recognition

As mutual recognition applies to individuals carrying on an occupation, only individuals or partnerships consisting of individuals, who are registered in another state or territory or NZ in their own name, may apply on this basis. While mutual recognition is not applicable to companies, the qualified persons of interstate or NZ electrical contracting corporations can be nominated as the qualified technical person (QTP) or qualified business person (QBP) on a Queensland electrical contractor licence application on the basis of mutual recognition.

Standard to satisfy the regulator

Completed mutual recognition statutory declaration which addresses all the elements listed in Section 19(1) of the Mutual Recognition (Queensland) Act 1992 or Section 18 of the Trans-Tasman Mutual Recognition (Queensland) Act 2003. This includes appropriate evidence that the person holds a current registration required by or under legislation listed in either Schedules 9 to 13 of the MD (09/02/2007), or Schedule 1 of the MD (08/05/2008) or listed in *Attachment A*.

Refer to Section three of this document – ‘Mutual recognition’, for information on the process for applying on the basis of mutual recognition.

Who is eligible for an electrical contractor licence?

An electrical contractor licence can only be held by an individual, a partnership or a corporation (Division 3 – ‘Electrical contractor licence requirements’ – Section 47 of the Regulation). An electrical contractor licence cannot be issued to a trust. An electrical contractor licence can be issued to the trustee of a trust. The trustee will have to satisfy the relevant eligibility requirements.

Australian Business Numbers

[Australian Business Numbers](#) (ABNs) are unique identifying numbers useful for government in validating a business’ identity. There is no requirement under the Act for an applicant to hold and supply an ABN. However, if an ABN is supplied, it must correspond on the [Australian Business Register](#) (ABR) to the legal name provided on the application. Notifications of ABN cancellations should be verified by a check of the ABR. If an applicant advises that a supplied and current ABN no longer applies to an electrical contracting business verifying evidence, such as a statutory declaration or written confirmation from an accountant, must be provided.

Satisfying the eligibility requirements for an electrical contractor licence

Section 48 of the Regulation require that for an electrical contractor licence to be issued the applicant must:

- *have at least one qualified business person and one qualified technical person (this can be the same person)*
- *satisfy the insurance requirements, and*
- *satisfy the regulator that the electrical work is performed by a qualified technical person or supervised by a qualified technical person.*

Qualified persons

Depending on the structure of the business, a qualified person must be an individual who has the following relationship to the applicant Section 7 – ‘Meaning of “qualified business person” and “qualified technical person”’.

Section 7(3) of the Regulation

<i>Individual</i>	<i>An employee of the individual.</i>
<i>Partnership</i>	<i>A member or an employee of the partnership.</i>
<i>Corporation</i>	<i>An executive officer, member or an employee of the corporation.</i>

To become a qualified person, an individual must satisfy the regulator that they are fit and proper (Section 7(1) (a) and Section 7(2) (a).

The regulator may only consider the standard of honesty and integrity demonstrated by the person in commercial and other activities in which the person has been involved; and any failure by the person to perform commercial or statutory obligations and the reasons for the failure (Section 7(4)).

Note that despite Section 7(4), *a person who is an individual is not a fit and proper person to be a qualified technical person if the individual is disqualified from being a qualified technical person for the holder of an electrical contractor licence, because of disciplinary action taken by the licensing committee (Section 7(5)).*

Considerations by the regulator

QTP/QBPs are required to declare that they are ‘fit and proper’ on the application form. The following factors may be taken into consideration when deciding whether a person is fit and proper:

Qualified Technical Person (QTP):

- Ever been refused or disqualified from holding an electrical licence or registration in Queensland or any other jurisdiction.
- Had an electrical licence or registration cancelled or suspended in Queensland or any other jurisdiction.
- Ever been issued with an Improvement or Infringement Notice under the Electrical Safety Act 2002 (the Act) or an Electrical Safety Protection Notice under the Act for which payment is still outstanding or the nominated defect/s has not been rectified.
- Ever been subject to disciplinary action under the Electrical Safety Act 2002 or as an electrical licence holder in a jurisdiction outside of Queensland.

Qualified Business Person (QBP):

- Ever been bankrupt, or entered into a debt agreement under Part IX of the [Bankruptcy Act 1966](#).
- Ever entered into a composition, deed of arrangement or deed of assignment under Part X if the Bankruptcy Act 1966.
- Been convicted of any criminal offence (excluding traffic offences) relating to honesty within the last ten years e.g. fraud or stealing.
- Been convicted of an offence under Section 596 of the Corporations Act 2001 (Commonwealth).
- Ever been disciplined by any committee, tribunal or court in relation to holding an electrical contractors licence in Queensland or any other jurisdiction.

Instances of nominated qualified persons involved in previous disciplinary action should be referred to the Principal Licensing Officer for a decision. The Principal Licensing Officer will document details of the decision.

Qualified Business Person (QBP)

Section 7(1) of the Regulation defines a QBP as an individual who:

- a) *is a fit and proper person (as above), and*
- b) *is competent to perform the business aspects of performing electrical work as, or for, a licensed electrical contractor, and*
- c) *either:*
 - i) *has satisfactorily finished a course of instruction, or an examination required by the regulator, on business aspects of performing electrical work, or*
 - ii) *has been operating a business for a period of, or periods totalling five years.*

Standard to satisfy the regulator

Evidence the nominated QBP has been a QBP for a Queensland electrical contractor licence within the last five years,

or

evidence the nominated QBP is the person endorsed for a non-Queensland electrical contractor licence as the person competent to perform the business aspects of electrical work, or qualification, statement of attainment or certificate signed by registered training organisation:

- BSBSMB401A – Establish legal and risk management requirements or equivalent, or
- BSB40407 – Certificate IV in Business (Small Business Management) or equivalent, or
- UEENEEG014* – Develop plans and compliance policies to conduct a contracting business, or
- UEENEEG075* or UEENEEG175* – Develop plans and compliance policies to conduct a contracting business, or
- CNQ35C – Electrical contractor management skills, or
- CNQ35E – Electrical contractor management skills (Parts 2 & 3);

or

qualification, statement of attainment or certificate signed by registered training organisation within the previous five years for:

- EA102 – Establishing a contracting business, and
- EA103 – General legislative requirements, and
- EA105 – Financing and controlling;

or

evidence of another appropriate business qualification* or training with equivalent learning outcomes in business management, financial management, and legislative frameworks, such as a business diploma or accounting degree** or equivalent course of instruction by Building Services Authority such as Building Management for Licensed Contractors'

or

evidence of having operated a business for a period of, or periods totalling, five years, such as: tax returns for a self-employed person; , or completed statutory declarations from an accountant, financial institution officer, employer, or other applicable business officer.

* Future version of course denoted with a different alpha suffix is acceptable.

** When the completion date of the course is greater than five years prior to application for a contractor licence, the applicant may need to establish competency in accordance with Section 7(1) (c) (i) of the Regulation:

- a statement of attainment, certificate, or other document evidencing successful completion of structured training course or professional development in business, such as completion of a course in taxation law, or
- a statutory declaration from an employer or other business officer that the person has worked in a role principally responsible for the operation of a business.

Qualified Technical Person (QTP)

Section 7(2) of the Regulation defines a QTP as an individual who:

- a) *is a fit and proper person (as above), and*
- b) *either:*
 - i. *if the electrical work to be performed by the licensed electrical contractor may be performed only by the holder of an electrical work licence – has held for at least a year, or a shorter period considered acceptable by the regulator, and still holds, an electrical work licence, or*
 - ii. *has held for at least a year, or a shorter period considered acceptable by the regulator, and still holds an external contracting authority; and*

Considerations by the regulator

All applications for a shorter period will be considered on a case by case basis by the Principal Licensing Officer. The following factors may be taken into consideration when deciding whether a shorter period is acceptable:

- the scope of electrical work to be performed (for example, contracting work that is limited to the maintenance of electrical equipment)
- provision of a written statement, verified by a suitably qualified licensed person, of the person's experience and competence in performing the scope of electrical work
- the person's previous experience in the electrical industry
- the person's relevant experience within the last five years as an inspector appointed under the Act.

The Principal Licensing Officer will document details of the decision. Examples of matters for which the Principal Licensing Officer has exercised this discretion include the following:

- Evidence of holding an equivalent interstate or NZ electrical licence (External Licence as per Schedule 1 of the Regulation) for not less than 12 months. Where the External Licence is the external equivalent of an electrical mechanic licence and has been held for five years or longer, the person would need to have completed course UEENEEG197* Apply currency of safe working practices and compliance verification of electrical installations or UEENEEG005* or UEENEEG105* Verify compliance and functionality of general electrical installations or 39093 QLD**.
- Evidence of being authorised for a period not less than three years to perform relevant electrical installation contracting work in a country other than Australia or New Zealand and being qualified to perform the scope of work under an Authority, Scheme or Regulation of the country in which the work was performed. Where the work was performed more than five years before the application date the person would need to have completed course UEENEEG197* Apply currency of safe working practices and compliance verification of electrical installations or UEENEEG005* or UEENEEG105* Verify compliance and functionality of general electrical installations or 39093 QLD** , or wait the 12 months. For example, all the electrical mechanics arriving from these countries would have an ARTC and most would have completed course UEENEEG005* or UEENEEG105* Verify compliance and functionality of general electrical installations or 39093 QLD** to get a completion statement from the SRTO to obtain a Queensland electrical work licence.

Documents to satisfy this requirement include but are not limited to:

- Applicable sections of the appropriate legislation/regulation from that country
- licence, qualification, competency or authority that authorises the performance of the scope of work in that country

- Evidence of 12 months experience being a supervisor on a Queensland BSA Refrigeration A/C licence and holding a Certificate III Qualification (or equivalent) and a restricted electrical licence for Refrigeration and Air-conditioning.

** The registration for accredited course 39093 QLD Course in Electrical Installation Inspection and Testing expired 30 September, 2010. A certificate or statement of attainment must have a date of issue prior to the expiry date of this course and will be valid for 5 years.

- c) *is competent to perform electrical work as, or for, a licensed electrical contractor,*
d) *has satisfactorily finished a course of instruction, or an examination required by the regulator, on technical aspects of performing electrical work.*

Standard to satisfy the regulator

QTP status requirements for non-electrical installation work.

Current electrical work licence relevant to the type of work to be carried out by the business, *or if an electrical work licence is not required*, evidence the person is competent to perform the electrical work, such as a qualification or statement of attainment for the approved course of instruction;

UEENEEP026* / UEENEEP008* Conduct in-service testing of electrical cord assemblies and cord connected equipment

or

30239QLD Conduct in-service safety inspection and testing of electrical equipment (other than fixed wired equipment)

or

an electrical engineering degree

or

possession of an electrical work licence that authorises the scope of work or provides competence in Test and inspection of portable electrical equipment

or

Relevant experience within the last five years as an inspector appointed under the Act.

QTP status requirements for electrical installation work.

Evidence the nominated QTP holds an electrical mechanic's qualification based electrical licence (Refer to Schedule 1 of the Regulation 'External licences and electrical work licence equivalents') and has been a QTP on a Queensland electrical contractor licence as the person competent to perform electrical work within the last five years

or

evidence the nominated QTP is the person endorsed on a non-Queensland electrical contractor licence as the person holds an electrical mechanic's qualification based electrical licence (Refer to Schedule 1 of the Regulation 'External licences and electrical work licence equivalents') and is competent to perform electrical work

or

Evidence the nominated QTP has relevant experience within the last five years as an inspector appointed under the Act,

or (approved from 25/5/2009)

where the nominated QTP's electrical work licence was issued not more than five years prior to the contractor licence application and was issued in respect of their having a certificate III electro technology qualification,

or (approved from 25/5/2009)

where the nominated QTP's work licence was issued for the first time more than five years prior, evidence the QTP has relevant experience within the last five years as an inspector appointed under the Act, or a statement of attainment issued by an RTO and dated within the previous five years for:

- UEENEEG005* or UEENEEG105* – Verify compliance and functionality of general electrical installations; or
- UEENEEG197* - Apply currency of safe working practices and compliance verification of electrical installations,

or a course of instruction from parts A and B:

Part A

- QEE010 – Electrical Requirements, or
- 39093 QLD** Electrical installations inspection and testing

and

Part B

CNQ35E – Part 2; or CNQ35C - Electrical Contractors Management Skills or
EA103 – General Legislative Requirements, or
BSBSMB401* - Establish legal and risk management requirements for small business.

** The registration for accredited course 39093 QLD Course in Electrical Installation Inspection and Testing expired 30 September, 2010. A certificate or statement of attainment must have a date of issue prior to the expiry date of this course and will be valid for 5 years from the date of issue.

* Future version of course denoted with a different alpha suffix is acceptable.

Where the qualified technical person and qualified business person is the same person they are required to satisfy both sets of requirements.

When the completion date of the course is greater than five years prior to application for a contractor's licence the applicant may need to establish competency in accordance with Section 7(2) (d) of the Regulation.

Satisfying the insurance requirements for an electrical contractor licence

Section 51 of the Regulation – ‘Insurance requirements for applicant for electrical contractor licence’ prescribes the insurance requirements for an applicant for an electrical contractor licence:

- a) evidence of public liability insurance for at least \$5,000,000 under a contract of insurance approved by the regulator, and
- b) evidence that the applicant has consumer protection insurance for at least \$50,000 under a contract of insurance approved by the regulator.

Standard to satisfy the regulator

Evidence by way of a completed ‘Declaration – Currency of Liability and Consumer Protection Insurance’ section in the application form or a correctly completed ‘Certificate of Currency’. Although a verified or certified copy of the insurance certificate is not required for the contractor licence application or renewal, evidence from an authorised insurer or a ‘Certificate of Currency’ must be provided by the applicant when requested as part of auditing processes.

For auditing purposes, appropriate evidence of insurance is a ‘Certificate of Currency’ or another form of documented evidence from an insurer authorised under the [Insurance Act 1973](#) to carry on insurance business, i.e. an [Australian Prudential Regulatory Authority](#) (APRA) authorised insurer/s or Lloyd’s underwriters, confirming a policy with broad form public and products liability with a limit of indemnity of \$5,000,000 (minimum). The evidence may be signed by the insurer or an authorised representative (for example an agent or broker for the insurer).

The alternative form of documented evidence *must*:

- include all the insurance details covered by the Certificate of Currency:
 - liability arising from testing and certification of work in accordance with the Electrical Safety Regulation 2002; and
 - injury or damage arising from faulty design work performed by you including where you did not charge a specific fee for such design work; and
 - injury or damage arising from incorrect advice including where you did not charge a specific fee for such advice, and
 - policy including cover for goods in care, custody or control; and
 - include consumer protection liability for \$50,000; and

(These details could equally be declared if the alternative form of documented evidence that states the insurance meets the requirements of a contract of insurance approved by the regulator under Section 51 of the Electrical Safety Regulation 2013 i.e. the above).

- note that insurance is provided for the purposes of meeting the insurance requirements for an electrical contractor licence under the Electrical Safety Regulation 2002; and
- verify the insurer’s identity by (for example) letterhead or company stamp.

It is acceptable for two licensed APRA authorised insurers to combine to provide the complete package of insurance, with one insurer providing the consumer protection liability component and the other insurer the remaining components. Each component must be evidenced by either the certificate of currency or another form of documented evidence.

State and local governments, statutory authorities and government owned corporations may provide another form of evidence that shows the same level of protection as the above Certificate of Currency.

For local governments, a statement signed by the Chief Executive Officer that the council has an equivalent level of protection by way, for example, of self insurance is a satisfactory form of evidence.

The statement may refer to an equivalent level of protection for only one insurance requirement of the Certificate of Currency as long as the remaining insurance requirements are confirmed by a Certificate of Currency.

Acceptable 'name of insured' - Nominates legal name as per the application
Nominates a "legal name t/a business name". For example, if the company's legal name is ABC Pty Ltd and their business name is Sparkies, the name of insured can be "ABC Pty Ltd trading as Sparkies".

Nominates a legal name but no business name where a business name exists on the application form, e.g. ABC Pty Ltd t/a Sparkies, but only ABC Pty Ltd is shown on the certificate of currency and no business name is nominated.

Nominates the legal name of the licence holder and another entity who is not a licence holder. This would be most commonly found when a company director includes themselves on the company's insurance, e.g. Brown Pty Ltd and Phil Brown (their director number may be included).

When a licence is issued to a trustee the name of insured can be shortened to the individual, partnership or corporation. For example if the trustee's full legal name is "Thomson Pty Ltd as trustee for the Thomson Family Trust", the name of insured can be Thomson Pty Ltd.

Not acceptable 'name of insured' - Nominates a business name only.

Nominates the legal name incorrectly to the extent that it appears to be a different legal entity to the licence applicant. For example the legal name of the licence applicant is Greenfield Pty Ltd; the name of the insured is John Greenfield.

Nominates the legal name of more than one licence holder. Whilst the licence holders may approach an insurer to provide a single policy of insurance, their insurance must be evidenced separately.

11. Maintaining eligibility requirements

A licence holder must ensure they continue to comply with all the eligibility requirements applying to the licence during the term of the licence. Failure to do so is grounds for disciplinary action under Part 9 – ‘Disciplinary Actio’n, Division 1 – ‘Grounds for disciplinary action’, of the Act. These apply to both electrical workers and electrical contractors (refer to Section 106(e) and Section 107(1)(j) of the Act).

In addition, an employer must ensure workers who are required to perform, or help in performing, electrical work are competent in rescue and resuscitation in accordance with recognised practices in the electricity industry (Section 28 of the Regulation - Rescue and resuscitation training).

One of the ways employers may satisfy themselves of workers’ competence is by ensuring their workers maintain current qualifications, statement of attainments or certificates signed by the training provider stating the individual is competent. Currency in rescue procedures will be required by electrical linespersons.

12. Condition and restrictions on an electrical licence

An electrical licence, as issued, renewed or reinstated, may include conditions or restrictions necessary or desirable for the proper performance of electrical work (Section 63 of the Act – ‘Work involving direct contact with electrical part’).

Example of condition

A condition that the licence holder satisfactorily finish a particular training course or examination.

Example of application of condition

The holder of an electrical work training permit must complete a structured training program coordinated by a supervising registered training organisation relevant to the class of electrical work in which the person intends to apply for an electrical work licence.

Examples of restrictions

A restriction that limits electrical work that may be performed under the licence to a kind stated in the licence.

Examples of application of restrictions

A restriction may be placed on an electrical contractor’s licence that restricts the performance of electrical work to the type of electrical work authorised by the qualified technical person’s electrical work licence. An electrical contractor licence may be restricted to conducting a business or undertaking limited to the performance of electrical work authorised by a restricted electrical work licence for domestic equipment up to 250V.

A restriction may be placed on an electrical work licence to restrict the licence holder from acting in a role for which it is a requirement that they be competent in rescue at a pole top or transmission tower and in resuscitation, including as a safety observer if the person gained the licence with a medical exemption for resuscitation and or rescue requirements.

A restriction that limits the electrical work that may be performed under the licence to a kind stated in the licence and for an employer stated in the licence.

Example of application of restriction

A condition on a restricted electrical work licence to restrict the person who gained the licence on the basis of a qualification or experience gained from their employer (i.e. a structured in-house training program) to only performing electrical work which is the subject of the licence for that employer.

13. Eligibility requirements for renewal or reinstatement of an electrical licence

The regulator must be satisfied the applicant for the renewal or reinstatement continues to satisfy any general, eligibility and insurance requirements applying for the issue of the licence. It is not necessary to provide evidence of all the eligibility requirements which were required when the original electrical licence was issued. For example, the completion statement that states the person satisfactorily finished an apprenticeship under the Vocational Education, Training and Employment Act 2000 would not need to be provided. However, evidence provided in the original application which has recognised currency or expiry will either:

- a. need to be provided, such as insurance details; or
- b. declaration made by the applicant that they still meet the requirements e.g. competence in resuscitation and, if an electrical linesperson, also competence in rescue from a pole-top or transmission tower.

Exemptions for the resuscitation and or rescue at a pole-top or transmission tower requirements are possible, but may only be sought on medical grounds that expressly prevent the applicant from carrying out resuscitation and or rescue at a pole-top or transmission tower, but do not otherwise affect the applicant's ability to perform electrical work under the licence.

Exemptions may only be granted in particular circumstances, where it is reasonable to allow the applicant to carry out electrical work under the licence and only after medical certificate / documentation has been provided with the application.

Note that if an exemption is granted, the line worker licence will be issued with a limitation (printed on the licence) that the applicant must not act in a role for which it is a requirement that the applicant be competent in rescue at a pole top or transmission tower and in resuscitation, including as a safety observer. For other licence holder types, the limitation is that the applicant must not act in a role for which it is a requirement that the licence holder be competent in resuscitation, including as a safety observer.

Electrical work licence applicants must also demonstrate that they continue to be competent in the relevant trade work i.e. skills maintenance in the type of electrical work authorised by their licence. Skills maintenance assessment consists of three parts, these are typically; legislation; risk management and live work; and electrical testing.

Only skills maintenance undertaken during the previous two years will be recognised as evidence of continued competence in the relevant trade work.

Standard to satisfy the regulator

Refer to *Attachment G* for skills maintenance courses accepted by the regulator as evidence of ongoing competence.

Renewing licence holders will also be required to submit supporting documentation for some changes of details e.g. a certificate of registration, issued by ASIC will be required to evidence a change of business name. Changes to details for the business and postal address phone, mobile email and facsimile, can be made on the renewal application form and do not require any supporting documentation.

14. Privacy

The Department of Justice and Attorney-General respects the privacy of clients, their families, its staff and business partners. The Department has a privacy plan that establishes standards for the management of personal information. Personal information is information about or used to identify individuals. It does not encompass information about businesses.

Privacy is broader than the traditional concept of confidentiality and includes the collection, use, disclosure, security, quality, access, correction and openness of personal information. It includes such things as informing individuals when information is collected about them and informing the community about the types of information collected.

Departmental officers must ensure compliance with the requirements of the Information Privacy Principles in the [Information Privacy Act 2009](#) when managing *personal* information supplied in the application for an electrical licence. For example:

- details of the person's application should not be unlawfully provided to third parties
- information should only be used for the purposes nominated in the privacy statement of the application form
- information about electrical licences must be given in accordance with the inspection of entries in registers provisions of the legislation
- all approved forms must include a Departmental privacy statement including details of information collection, use and disclosure
- information provided is stored safely and securely,
- only personal information directly related to fulfilling the eligibility and general requirements is asked for.

Information provided by applicants will be managed within the requirements of the Information Privacy Principles in the Information Privacy Act 2009. The Department may be required to disclose an applicants personal information to other government agencies, entities or persons as may be required by law or that are outsourced functions.

Information provided by applicants is for the purpose of applying for the issue of an electrical licence/permit and monitoring compliance under the Act, and needs to be managed within the Information Privacy Principles contained in the Information Privacy Act 2009. This includes publishing licence and any disciplinary action details on the Department's online register which is accessible by the public. This information may also be used for statistical research, information provision and evaluation of our services and may be disclosed to other government agencies, entities or persons as may be required by law or that are outsourced function.

15. Cancellation of an electrical licence or training permit

The regulator has the discretionary power to cancel an electrical licence or training permit. This may occur where appropriate evidence is provided to the regulator that the electrical licence or training permit either should not have been issued, or where the holder of the licence or training permit no longer meets the eligibility criteria, or the applicant fails to comply with the conditions of the permit, or in other circumstances decided by the regulator.

Recommended by Manager, Electrical Licensing, ESO, OFSWQ Rod Cruice	Noted by Director, Equipment Safety and Licensing, ESO, OFSWQ Brian Richardson	Approved by Executive Director, Service Delivery and Technical Support - OFSWQ Peter Lamont
Date 27/05/2014	Date 27/05/2014	Date 27/05/2014

Attachment A – Registrations recognised under mutual recognition^{1 2}

NOTE: Ensure the electrical licence or registration is current.

Table 1 – Electrical contractor, mechanic, fitter, linesperson and jointer licences

QLD	WA	SA	VIC	NSW	ACT	NT	TAS	NZ
Electrical contractor licence^{3 4}	Refer Schedule 1 MD (08/05/2008); or Electrical contractor	Refer Schedule 1 MD (08/05/2008); or Electrical contractor licence	Refer Schedule 1 MD (08/05/2008); or Registered electrical contractor	Refer Schedule 1 MD (08/05/2008);; or Contractor licence endorsed - electrical wiring work (electrician)	Refer Schedule 1 MD (08/05/2008); or Electrical contractor licence	Refer Schedule 1 MD (08/05/2008); or Electrical contractor	Refer Schedule 1 MD (08/05/2008); or Electrical contractor licence	N/A
Electrical mechanic licence	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007); or Contractor licence endorsed - electrical wiring work (electrician); or Qualified supervisor certificate - electrical wiring work (electrician)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer Schedule 9 MD (09/02/2007)	Refer Schedule 1 ESR 2013; or Refer to PLO
Electrical fitter licence	Refer Schedule 1 ESR 2013; or Refer Schedule 10 MD (09/02/2007)	Refer to PLO	Refer to PLO	Refer to PLO	Refer to PLO	Refer Schedule 1 ESR 2013; or Refer Schedule 10 MD (09/02/2007)	Refer to PLO	Registration with EWRB NZ as electrician
QLD	WA	SA	VIC	NSW	ACT	NT	TAS	NZ
Electrical linesperson licence	Refer to PLO	Refer Schedule 12 MD (09/02/2007)	Refer to PLO	Refer to PLO	Refer to PLO	Refer Schedule 12 MD (09/02/2007)	Refer to PLO	Registration with EWRB NZ as line mechanic

¹ Applications on the basis of mutual recognition may only be successful where the relevant occupation is registered in another jurisdiction (i.e. by licensing, certification, or other form of authorisation) under legislation, and where that registration is wholly or partly dependant on the attainment or possession of some qualification (e.g. training, education, examination, experience, character, or being fit and proper).

² A registration granted in Queensland will be equivalent to the registration in the primary state (e.g. the scope of work authorised by the registration).

³ Mutual recognition is not available to companies, only sole traders or partnerships consisting of individuals.

⁴ To be the Qualified Technical Person for a Queensland electrical contractor licence, the person must hold either a Queensland electrical mechanic licence, or an external electrical licence equivalent to a Queensland electrical mechanic licence as specified in Schedule 1, ESR 2013.

								tract/trans/dist
Electrical jointer licence	Refer to PLO	Refer Schedule 11 MD 09/02/2007	Refer to PLO	Refer to PLO	Refer to PLO	Refer Schedule 11 MD (09/02/2007)	Refer to PLO	Registration with EWRB NZ as line mechanic endorsed cable jointer

Table 2 - Restricted electrical licences

QLD	WA	SA	VIC	NSW	ACT	NT	TAS	NZ
Restricted electrical work licence	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Refer Schedule 13 MD (09/02/2007); or Refer to PLO	Registration with EWRB NZ as electrical service technician Refer to PLO

¹ Applications on the basis of mutual recognition may only be successful where the relevant occupation is registered in another jurisdiction (i.e. by licensing, certification, or other form of authorisation) under legislation, and where that registration is wholly or partly dependant on the attainment or possession of some qualification (e.g. training, education, examination, experience, character, or being fit and proper).

² A registration granted in Queensland will be equivalent to the registration in the primary state (e.g. the scope of work authorised by the registration).

Attachment B – Apprenticeships or course of instruction recognised by the regulator

A qualification, statement of attainment, certificate or completion statement from an apprenticeship or course of instruction listed below will be considered as evidence of competence in the field of electrical trade work listed in under the column titled relevant area of trade work.

When the completion date of the apprenticeship or course is greater than five years prior to application for a licence the applicant may need to satisfactorily finish a course of instruction or apply for the licence through the relevant qualification provisions (Section 43(5) of [the Regulation](#)). For further information refer to the Principal Licensing Officer.

Table 1: Electrical mechanic, fitter, linesperson and jointer licence outcomes

Apprenticeship or course of instruction	Course code & streams	Relevant area of trade work
Certificate III in Engineering – (Electrical)	CN100	
Certificate III in Engineering - Installation Wiring Focus	EL.H1	Electrical fitter and/or mechanic
Certificate III in Engineering - Appliance Servicing Focus	EL.H2	Electrical fitter and/or mechanic
Certificate III in Engineering – Refrigeration Focus	EL.H3	Electrical fitter and/or mechanic
Certificate III in Engineering – Power Focus	EL.H4	Electrical fitter and/or mechanic
Certificate III in Engineering - Instrument/Control Focus	EL.K1 a, b, or c	Electrical fitter and/or mechanic
Certificate III in Engineering - Instrument/Electrical Focus	EL.K2 a, b, or c	Electrical fitter and/or mechanic
Certificate III in Engineering - Armature Winding	EL.L	Restricted Licence – Electric Motors
Certificate III in Electro technology - Systems Electrician	UTE31199	Electrical fitter mechanic
Certificate III in Electro technology – Electrician	UEE30807	Electrical fitter and/or mechanic
Certificate III in Electro technology – Electrician	UEE30811	Electrical fitter and/or mechanic
Certificate IV in Electro technology – Electrician	UEE40611	Electrical Mechanic
Certificate III in Electrical Fitting	UEE33011	Electrical fitter
Certificate III in Electro technology Maintenance - Systems & Instrumentation	39036QLD	Electrical fitter/mechanic
Certificate III in Engineering – Issued in Queensland	MEM30498 (competency 10.3AA not required) MEM30405 (competency 1000 3B not required)	Electrical fitter or restricted electrical depending on training agreement / employer’s scope of work. Refer to PLO.

Apprenticeship or course of instruction	Course code & streams	Relevant area of trade work
Certificate III in Engineering – Issued in Queensland	MEM30498 (including competency 10.3AA) Statement from RTO in consultation with employer that on job experience has been assessed to ensure that 66 ERAC essential capabilities have been met; and Statement that competency 10.3AA (capstone) has been achieved and has addressed the ERAC 32 critical competencies; or MEM30405 (including competency 1000 3B) Statement from RTO in consultation with employer that on job experience has been assessed to ensure that 66 ERAC essential capabilities have been met; and Statement that competency 1000 3B (capstone) has been achieved and has addressed the ERAC 32 critical competencies.	Electrical mechanic (must include capstone assessment)
Certificate III in Engineering – Issued in a state other than Queensland	MEM30405	Return application and advise applicant to apply for licence in state where qualification was issued
Certificate III in Electrical Supply Industry – Cable Jointing Powerlines	UTT30301	Electrical joiner
Certificate III in Electrical Supply Industry – Cable Jointing	UET30406 UET30409	Electrical joiner

Apprenticeship or course of instruction	Course code & streams	Relevant area of trade work
Certificate III in Electrical Supply Industry – Power Systems – Distribution Cable Jointing	UET30812	Electrical joiner
Certificate III in Electrical Supply Industry – Distribution (Powerlines)	UTT30101	Electrical linesperson Restricted to distribution
Certificate III in Electrical Supply Industry – Distribution	UET30206 UET30209	Electrical linesperson Restricted to distribution
Certificate III in Electrical Supply Industry – Power Systems – Distribution Overhead	UET30612	Electrical linesperson Restricted to distribution
Certificate III in Electrical Supply Industry – Transmission (Powerlines)	UTT30298	Electrical linesperson Restricted to transmission
Certificate III in Electrical Supply Industry – Transmission	UET30109	Electrical linesperson Restricted to transmission
Certificate III in Electrical Supply Industry – Power Systems – Transmission Overhead	UET30512	Restricted linesperson Restricted to transmission
Certificate III in Electrical Supply Industry – Rail Traction (Powerlines)	UTT30402	Electrical linesperson Restricted to rail traction
Certificate III in Electrical Supply Industry – Rail Traction	UET30309	Electrical linesperson Restricted to rail traction
Certificate III in Electrical Supply Industry – Power Systems – Rail Traction	UET30712	Electrical linesperson Restricted to rail traction
Certificate III in Electro technology – Assembly & Servicing	UTE30104	Electrical fitter or restricted electrical depending on training agreement / employer's scope of work.
Certificate III in Appliance Servicing	UEE32111 UEE30510 UEE30507	Electrical fitter or restricted electrical depending on training agreement / employer's scope of work.
Certificate III in Electrical Machine Repair	UEE30607 UEE30611	Electrical fitter or restricted electrical depending on training agreement / employer's scope of work.
Certificate III in Switchgear and Controlgear	UEE30707 UEE30711	Electrical fitter or restricted electrical depending on training agreement / employer's scope of work.

Table 2 Restricted electrical licence outcomes (Endorsement to be nominated by SRTO)

Note: The “endorsements nominated by SRTO” in this table are indicative only and not an exhaustive list.

Apprenticeship or course of instruction	Course code & streams	Relevant area of trade work
Certificate II in Electro technology - Servicing	UTE20504	Restricted licence - Endorsement nominated by SRTO (units 1, 3 & 5)
Certificate II in Electro technology – Servicing	UEE21911	Restricted licence - Endorsement nominated by SRTO (units 1, 3 & 5)
Certificate II in Electro technology - Technical Support	UTE20699 UTE20604	Restricted licence - Endorsement nominated by SRTO (units 1, 3 & 5)
Certificate III in Electro technology – Business Equipment	UEE30107	Restricted licence – Endorsement nominated by SRTO (units 1, 3 & 5)
Certificate III in Electro technology - Building Services (Security industry)	UTE30299	Restricted licence - Electronic equipment (units 1, 3 & 5)
Certificate III in Electro technology - Computer Systems	UEE30210 UTE30599	Restricted licence - Electronic equipment (units 1, 3 & 5)
Certificate III in Electro technology - Data Communications	UTE30699	Restricted licence - Electronic equipment (units 1, 2, 3, 5 & 6)
Certificate III in Electro technology - Entertainment & Servicing	UTE30702	Restricted licence - Electronic equipment (units 1, 3 & 5)
Certificate III in Electro technology - Instrumentation	UTE30899	Restricted licence – Instrumentation/process control (units 1, 2, 3, 4, 5 & 6)
Certificate III in Instrumentation and Control	UEE31210 UEE31211	Restricted licence - Instrumentation/process control (units 1, 2, 3, 4, 5 & 6)
Certificate III in Electro technology - Refrigeration & Air Conditioning	UTE30999	Restricted licence - Refrigeration and A/C (e.g. units 1, 2, 3, 4, 5 & 6)
Certificate III in Electro technology – Refrigeration & Air Conditioning	UEE31307	Restricted licence – Refrigeration and A/C (e.g. units 1, 2, 3, 4, 5 & 6)
Certificate III in Air Conditioning and Refrigeration	UEE32211	Restricted licence – Refrigeration and A/C (e.g. units 1, 2, 3, 4, 5 & 6)
Certificate III in Electro technology – Custom Electronics Installations	UEE30310	Restricted licence - Electronic equipment (units 1, 3 & 5)
Certificate III in Electro technology – Data and Voice Communications	UEE30407	Restricted licence - Electronic equipment (units 1, 3 & 5)

Apprenticeship or course of instruction	Course code & streams	Relevant area of trade work
Certificate III in Electronics and Communications	UEE30910 UEE30911	Restricted licence - Electronic equipment (units 1, 3 & 5)
Certificate III in Electro technology – Fire Protection Control	UEE31011	Dependant on Elective units attained. Restricted licence - Electronic equipment (Units nominated by ESO)
Certificate III in Engineering Mechanical Trade - Refrigeration & Air Conditioning (Refrigeration & Air Conditioning stream)	MEM30298 MEM30205	Restricted licence - Refrigeration and A/C (e.g. units 1, 2, 3, 4, 5 & 6)
Certificate III in Engineering Mechanical Trade - Refrigeration & Air Conditioning not including electrical units of competence (Refrigeration & Air Conditioning stream established by non electrical units of competence nominated by Queensland Industry Skills Council Inc)	MEM30205	Electrical Work Training Permit - Refrigeration and A/C
Statement of results from an RTO or SRTO derived from an RPL assessment against the qualification UTE 30999 or UEE31307 and identifying at least, achievement of all non electrical units of competence. Note: The statement of results must be accompanied by: advice from the RTO or SRTO to the effect that the units of competence listed in the statement of results would constitute a Certificate III in Electro technology - Refrigeration & Air Conditioning qualification if the electrical units of competence are completed, and advice that an assessment by the SRTO or RTO has identified that the applicant has the necessary underpinning knowledge and applied work practice for refrigeration and air conditioning work	UTE30999 UEE31307 UEE32211	Electrical Work Training Permit - Refrigeration and A/C
Certificate III in Electrical Supply Industry – Distribution (Powerlines) including satisfactorily completed the unit of competency <i>UTTNTD311A</i> or <i>UETTDRIS 20A</i> . Must include a completion statement dated within two years attesting to their competence in the required metering work, and have employer advice outlining the occupational need for the metering work and the scope of metering work required to be performed, and have a current linesperson (distribution) licence (or have made a current viable application).	UTT30198 UTT30101 UET30109 UET30206 UET30209	Restricted licence - Composite equipment (restricted to whole current electrical energy meters and associated equipment)
Certificate III in Engineering - Appliance Servicing	EL.J Metals	Restricted licence - Category and units nominated by SRTO
Certificate III in Engineering - Electronics	ER.G Metals	Restricted licence - Electronic equipment (Units nominated by SRTO)

Attachment C – Relevant qualifications, examination requirements and evidence of competence for electrical work licence - excluding restricted

Note: Trades Recognition Australia issue a Classification letter for the purposes of migration to Australia. This is NOT a Tradesperson’s Certificate and should NOT be accepted as a Tradesperson’s Certificate.

How to read this table:

This column describes the type of applicants	This column defines the relevant qualification the applicant will either have or could obtain	This column defines standard to satisfy the regulator of compliance with any examination requirements and competence in the relevant trade work
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Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
1	Defence Force – completed fitter/mechanic apprenticeship	Holder of a current interstate electrical mechanics licence and Certificate of proficiency for electrical fitter	NIL – issue Queensland electrical fitter mechanic
2	Army ECN 418 applying for fitter	Refer to PLO to check for certificate III in Engineering Tradesperson Electrical / Electronics MEM30498/MEM30405 or equivalent	Refer to PLO to check for completion statement from SRTO that applicant is competent in the relevant trade work (Applicant to liaise with Training Manager, Scientific Management Associates in Wodonga Victoria in relation to issuing a completion statement)
3	Army ECN 125 applying for mechanic	Refer to PLO to check for certificate III in Electrical – Systems Electrician UTE31199/UEE30807 or equivalent	Refer to PLO to check for completion statement from SRTO that applicant is competent in the relevant trade work (Applicant to liaise with Training Manager, Scientific Management Associates in Wodonga Victoria in relation to issuing a completion statement)
4	Army ECN 418 applying for fitter/mechanic	Refer to PLO Must first obtain Queensland Fitter licence, and then under a 12 month training permit obtain electrical mechanic competencies.	Refer to PLO to check for completion statement from Queensland SRTO that applicant is competent in the relevant trade work. Some gap training may be required. On-the-job training must be undertaken under the employ of a licensed Queensland electrical contractor.
5	Navy applying for fitter or fitter/mechanic	Refer to PLO to check for certificate III in Engineering Tradesperson (Electrical) or equivalent	Refer to PLO to check for completion statement from Queensland SRTO that applicant is competent in the relevant trade work. Some gap training may be required. On-the-job training must be undertaken under the employ of a licensed Queensland electrical contractor.

Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
6	Navy with fitter licence applying to train up to mechanic	Refer to PLO to check for certificate III in Engineering Tradesperson Electrical / Electronics MEM30498/MEM30405 or equivalent	Refer to PLO to check for completion statement from Queensland SRTO that applicant is competent in the relevant trade work. Some gap training may be required. On-the-job training must be undertaken under the employ of a licensed Queensland electrical contractor.
7	RAAF applicant	Refer to PLO	Refer to PLO
8	Defence Force – completed fitter/ mechanic apprenticeship	Certificate of proficiency for electrical fitter/mechanic	Direct to home state for mechanic licence, then can apply under mutual recognition (Army applicants can also liaise with Training Manager, Scientific Management Associates in Wodonga Victoria who will assess and issue completion statement) Fitter added to QLD issued mechanic licence
9	Defence force - adult trainee	Tradesman’s certificate in the relevant trade work issued Trades Recognition Australia	Completion statement from SRTO that applicant is competent in the relevant trade work (Army applicants can also liaise with Training Manager, Scientific Management Associates in Wodonga Victoria who will assess and issue completion statement) (Permit will be required for on the job training delivered as part of training plan)
10	Electrical mechanic licence holder seeking additional endorsement as electrical fitter	Holder of a current electrical mechanic licence	Completion statement from SRTO that applicant is competent in the trade work of electrical fitter (No permit required as a mechanic can perform the work of an electrical fitter) However, a permit may be issued to allow the applicant time to acquire a completion statement from the SRTO so the application does not go into withdrawn status
11	Expired interstate or New Zealand electrical licence	Mutual recognition from a current interstate or New Zealand licence, or an appropriate qualification (evidence and consultation with a Queensland SRTO will be required)	Current interstate or New Zealand licence in the issuing jurisdiction ¹ , or a Queensland SRTO issued completion statement

¹ Refer to section 3 on mutual recognition for more information.

Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
12	Interstate electrical mechanic seeking additional endorsement as electrical fitter	Holder of a current interstate electrical mechanic licence; AND Relevant qualification (refer to PLO for acceptance)	No examination requirements Mutually recognise mechanic licence and add fitter class
13	(A) Electrical fitter licence holder seeking mechanic endorsement	Holder of a current electrical fitter licence	Completion statement from SRTO that applicant is competent in the trade work of electrical mechanic. SRTO to issue Certificate III UTE31199/UEE30807 or equivalent (Permit will be required for on the job training delivered as part of training plan)
14	(B) Electrical fitter licence holder seeking mechanic endorsement	Tradesman's certificate in the classification of electrical fitter Refer to PLO	Completion statement from SRTO that applicant is competent in the trade work of electrical mechanic. SRTO to issue Certificate III UTE31199/UEE30807 or equivalent (Permit will be required for on the job training delivered as part of training plan)
15	(A) Overseas applicant who has been classified as an electrical mechanic	Australian Recognised Tradesman's Certificate issued by TRA in the trade work area of electrical mechanic	Completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules and installation testing guidelines, or successful completion of UEENEEG005* or UEENEEG105* Verify compliance and functionality of general electrical installations or Electrical Installation Testing and Inspection Course 39093 QLD ** or QEE010 (Permit will be required for on the job training delivered as part of training plan)
16	(B) Overseas applicant who has been assessed as an electrical mechanic	Certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for the occupation of an electrical mechanic	OTSR and completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules, testing and AS/NZS 3760 and has successfully completed all gap training identified in the OTSR and has achieved a certificate III qualification for electrical mechanic as per Attachment B (Please note that an EWTP is issued based on the OTSR assessment – The EWTP will be required for the on-the-job training delivered as part of the training plan)

Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
17	(A) Overseas applicant who has been classified as an electrical fitter	Australian Recognised Tradesman's Certificate issued by TRA in the trade work area of electrical fitter	Completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules, testing and AS/NZS 3760 (Permit will be required for on the job training delivered as part of training plan)
18	(B) Overseas applicant who has been assessed as an electrical fitter	Certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for the occupation of an electrical fitter	OTSR and completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules, testing and AS/NZS 3760 and has successfully completed all gap training identified in the OTSR and has achieved a certificate III qualification for electrical fitter as per Attachment B (Please note that an EWTP is issued based on the OTSR assessment – The EWTP will be required for the on-the-job training delivered as part of the training plan)
19	(A) Overseas applicant who has been classified as an electrical cable jointer	Classification letter issued by TRA for the purposes of migration as electrical cable jointer	Apprenticeship leading to qualification is required (recognition of prior skills and experience may be awarded).
20	(B) Overseas applicant who has been assessed as an electrical cable jointer	Certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for the occupation of an electrical cable jointer	OTSR and completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules, testing and AS/NZS 3760 and has successfully completed all gap training identified in the OTSR and has achieved a certificate III qualification for electrical cable jointer as per Attachment B (Please note that an EWTP is issued based on the OTSR assessment – The EWTP will be required for the on-the-job training delivered as part of the training plan)
21	(A) Overseas applicant who has been classified as an electrical linesperson	Classification letter issued by TRA for the purposes of migration as electrical linesperson	Apprenticeship leading to qualification is required (recognition of prior skills and experience may be awarded).

Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
22	(B) Overseas applicant who has been assessed as an electrical linesperson	Certificate or other document issued by a relevant assessing authority stating that the holder's skills are suitable for the occupation of an electrical linesperson	OTSR and completion statement from SRTO that applicant is competent in AS/NZS 3000 Wiring Rules, testing and AS/NZS 3760 and has successfully completed all gap training identified in the OTSR and has achieved a certificate III qualification for electrical linesperson as per Attachment B (Please note that an EWTP is issued based on the OTSR assessment – The EWTP will be required for the on-the-job training delivered as part of the training plan)
23	Electrical jointer applicant	Tradesman's certificate in the in the classification of electrical jointer <i>(The person may also qualify under transitional provisions – refer to Attachment F)</i>	Completion statement from SRTO that applicant is competent in the work of electrical jointer (Permit will be required if on the job training is delivered as part of training plan)
24	Electrical linesperson applicant	Tradesman's certificate in the in the classification of electrical linesperson <i>(The person may also qualify under transitional provisions – refer to Attachment F)</i>	Completion statement from SRTO that applicant is competent in the work of electrical linesperson (Permit will be required if on the job training is delivered as part of training plan)
25	Completed apprenticeship more than five years prior but no licence ever issued	Qualification, statement of attainment or certificate proving completion of apprenticeship in the relevant trade work area	Completion statement from SRTO dated within two years that applicant is competent in the relevant trade work Please note that:- <ul style="list-style-type: none"> • Capstone Tests NUE505A will be required with UTE31199. Other qualifications can be challenge or competency tested or • UEENEEG005* or UEENEEG105* Verify compliance and functionality of general electrical installations will be required with UEE30807. Other qualifications can be challenge or competency tested. (Permit may be required if on the job training is delivered as part of training plan)

Row no.	Type of applicant	Relevant qualification	Evidence of examination requirements and competence
26	Completed apprenticeship less than five years prior, but never applied for licence	Qualification, statement of attainment or certificate proving completion of apprenticeship in the relevant trade work area	Completion statement from SRTTO that applicant is competent in the relevant trade work (dated within five years for electrical mechanic./fitter/linesperson/cable jointer and dated within one year for restricted electrical licence) (Permit may be required if on the job training is delivered as part of training plan and to facilitate the attainment of a current ESO completion Statement)
27	Served an apprenticeship under the Vocational Education, Training and Employment Act 2000 more than five years prior – but have not completed course of instruction	Completion of apprenticeship certificate or equivalent documentation proving the applicant served an apprenticeship under the Vocational Education, Training and Employment Act 2000 more than five years prior	Completion statement from SRTTO that applicant is competent in the relevant trade work (dated within five years) (Permit will be required for on the job training delivered as part of training plan to determine on the job competence)
28	Queensland licence expired less than one year ago	Evidence the person previously held an electrical licence issued in Queensland of the same class	Evidence of current skills maintenance as listed in Attachment G (two year currency), current competence in CPR and if an electrical linesperson also current competence in rescue from a pole-top or transmission tower Please note that if renewing a licence that expired less than 12 months ago, the new expiry date will be the same as if the licence had been renewed on time
29	Queensland licence expired more than one year ago	Evidence the person previously held an electrical licence issued in Queensland of the same class	Evidence of current skills maintenance as listed in Attachment G (two year currency), current competence in CPR and if an electrical linesperson also current competence in rescue from a pole-top or transmission tower Please note that if renewing a licence that expired more than 12 months ago, the new expiry date will be five years from the renewal date

** The registration for accredited course 39093 QLD Course in Electrical Installation Inspection and Testing expired 30 September, 2010. A certificate or statement of attainment must have a date of issue prior to the expiry date of this course and will be valid for 5 years from the date of issue.

Attachment D – Trade or calling requiring a person to perform electrical work

Electrical work is the manufacture, construction, testing, maintenance, repair, alteration, removal or replacement of electrical equipment.

Electrical equipment is any apparatus, appliance, cable, conductor, fitting, insulator, material, meter or wire using or operated by electricity at a voltage greater than extra low voltage. The regulator must be satisfied that a person has a *trade or calling that requires* the performance of electrical work.

For example, a mechanical fitter would be eligible for a restricted electrical work licence if in the course of their trade they need to realign a conveyor system which requires disconnecting and reconnecting electrical motor connections. A plumber would also be eligible for a restricted electrical work licence if in the course of their trade they are required to disconnect and reconnect hot water systems.

Trades and callings that are recognised as having a legitimate requirement to perform incidental electrical work include, but are not limited to, those shown below. Applications will also be given consideration where incidental electrical work is to be performed only on employers' assets. Claims of a trade or calling that fall outside of those recognised below shall be referred to the Principal Licensing Officer.

- Aircraft maintenance engineer
- Composite equipment service person
- Data communications technician
- Diesel fitter (in relation to electrical equipment coupled to engines)
- Earth moving equipment mechanical fitter
- Electric motor service person
- Electronic equipment service person
- Entertainment and servicing technician
- First class machinist
- Fitter and turner
- Gas fitter
- Injection moulding technician
- Instrumentation/process control technician
- Laboratory, scientific and bio-medical electrical equipment technician
- Marine mechanic
- Office equipment service person
- Photographic equipment service person
- Plumber and drainer
- Pre-assembled/neon sign manufacturer
- Refrigeration and air-conditioning equipment service person
- Sewing machine technician
- Systems and instrument technician
- Telecommunication technician
- Electrical linesperson licence (distribution)

(1) Applicants presenting with a tradesperson certificate issued by Trades Recognition Australia (TRA) in a trade or calling nominated above are not required to further satisfy the regulator of their requirement to perform electrical work. This has already been established by TRA.

(2) Applicants nominated to work on customers' premises must tender an equivalent qualification or experience in a trade or calling as their relevant qualification and must satisfy the regulator that they are required to perform electrical work.

(3) Applicants nominated to work on employer's assets must tender an equivalent qualification or experience in a trade or calling as their relevant qualification and must satisfy the regulator that they are required to perform electrical work only on their assets. (Depending on the qualification submitted, a restriction may be stated on the licence which clearly identifies the scope of work for the nominated employer. A licence issued with this restriction is not transferrable because it has been issued for work on a specified employer's assets.)

Acceptable forms of evidence include statements from an employer on company stationery or statutory declaration or for self employed applicants a statutory declaration outlining the incidental electrical work to be performed, and the reasons why the incidental electrical work should be performed by the applicant.

All applicants must also provide evidence of their relevant qualification such as:

- Verified or certified copies of tradesperson's certificates;
- Verified or certified copies of equivalent qualification in a calling e.g. certificate II in electro technology (business equipment), a current Queensland plumber licence or an associate diploma in electrical/electronics; or
- Statements from employers outlining the five years experience in the calling or relevant industry experience working on relevant equipment.

Persons applying for more than one endorsement on a restricted licence will need to satisfy the regulator of a concurrent and ongoing need to perform incidental electrical work across the endorsements.

Attachment E – Eligibility requirements for restricted electrical work licence

Note: In accordance with Section 44(5) (d) of the Regulation, applicants will also be required to produce a written statement stating that the person is competent in performing the electrical work and is verified by the person who was the applicant’s employer when the applicant achieved competence. This may be included as part of the completion statement process if the applicant is trained by a SRTO.

In accordance with Section 6 of this policy, a person who is not an apprentice, trainee or student working under the supervision of teaching staff will require a permit to undertake a structured on-job training program, coordinated by a registered training organisation, to gain the experience and skills necessary to carry out work on electrical equipment safely and in compliance with benchmarks under the Act and meet the eligibility requirements for a restricted work licence.

The following list is not exhaustive. Relevant qualifications not appearing below should be referred to the Principal Licensing Officer.

How to read this table:

This column describes the type of relevant qualification held by the applicant	This column defines the course of instruction the person will be required to complete	This column nominates the endorsement of the restricted licence issued	This column describes the units of competence to be given on the restricted electrical work licence
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Row no.	Relevant qualification	Course of instruction	Endorsements of restricted licence	Units of competence
1	Five years experience in servicing and repair of domestic white goods	Document issued by SRTO that the person is competent in the NREL competencies	Composite equipment	Skill set 3-ISAS SSUEE0744 Units of competence declared by SRTO (1, 3C & 5)
2	Rank Xerox training program	Document issued by SRTO that the person is competent in the NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
3	Five years experience in servicing and repairing office equipment	Document issued by SRTO that the person is competent in the NREL competencies	Electronics	Skill set 10-SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
4	Five years experience in servicing and repairing commercial equipment	Document issued by SRTO that the person is competent in the NREL competencies	Composite equipment	Skill set 3-ISAS SSUEE0744 Units of competence declared by SRTO (1, 3C & 5)

Row no.	Relevant qualification	Course of instruction	Endorsements of restricted licence	Units of competence
5	Current Queensland plumbers licence (either interim or open licence)	Document issued by SRTO that the person is competent in the NREL competencies (Applicants who completed training prior to 1 July 2003 are only required to produce course results demonstrating competence)	Plumbing/Gas	Skill set 7-ISAS SSUEE0748 Units of competence declared by SRTO (1, 2 & 3B)
6	Current Queensland gas installers or serviceman's licence (either interim or open licence) Current Gas Work Authority issued by Queensland Gas Examiner	Document issued by SRTO that the person is competent in the NREL competencies	Plumbing/Gas	Skill set 8-ISAS SSUEE0749 Units of competence required by employer and declared by SRTO (e.g. 1, 3C, 5 or 1, 2, 3C, 4A, 5 & 6) Units of Competence required by GWA on Type "B" appliances (e.g. 1, 2, 3 & 4 only)
7	Engineering tradesperson mechanical with a tradesperson's certificate as: - fitter - fitter and first class machinist - fitter and turner	Document issued by SRTO that the person is competent in the NREL competencies	Composite equipment	Skill set 13-ISAS SSUEE0754 Units of competence required by employer and declared by SRTO (e.g. 1, 3A, 5 or 1, 2, 3A, 4A, 5 & 6)
8	Qualified motor mechanic, auto electrician, marine electrician or diesel fitter with evidence of two years cross training as a mechanical fitter. Suitable evidence of cross training can include but is not limited to a statement from employer	Document issued by SRTO that the person is competent in NREL competencies	Composite equipment	Skill set 13-ISAS SSUEE0754 Units of competence required by employer and declared by SRTO (e.g. 1, 2, 3A, 4A, 5 & 6)
9	Qualified auto electrician or diesel fitter with two years experience with HV propulsion	Document issued by SRTO that the person is competent in NREL competencies	High voltage electric propulsion	Units of competence declared by SRTO (NRE 1A & 5A)

Row no.	Relevant qualification	Course of instruction	Endorsements of restricted licence	Units of competence
10	Tradesperson's certificate as refrigeration mechanic	Document issued by SRTO that the person is competent in NREL competencies	Refrigeration/Air-conditioning	Skill set 6-ISAS SSUEE0747 Units of competence declared by SRTO (1, 2, 3A, 4A, 5 & 6)
11	Five years experience in refrigeration and air-conditioning	Document issued by SRTO that the person is competent in NREL competencies (up to 250 volts only)	Refrigeration/Air-conditioning	Skill set 5-ISAS SSUEE0746 Units of competence declared by SRTO (1, 3A, & 5)
12	Tradesperson's certificate in instrumentation	Document issued by SRTO that the person is competent in NREL	Instrumentation/ Process control	Skill set 6-ISAS SSUEE0758 Units of competence declared by SRTO (1, 2, 3, 4, 5 & 6)
13	Tradesperson's certificate in armature winding	Document issued by SRTO that the person is competent in NREL	Electric Motors	Skill set 9-ISAS SSUEE0750 Units of competence required by Employer and declared by SRTO
14	Tradesperson's certificate as ground engineer radio or ground engineer instruments or ground engineer electrical	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
15	Tradesperson's certificate as ground engineer radio or ground engineer electrical or ground engineer instruments - Remains employed in Aircraft Industry	Document issued by SRTO that the person is competent in additional NREL competencies	Electronics	Skill set 11-ISAS SSUEE0752 Units of competence required by Aircraft Industry Employer and declared by SRTO (e.g. 2, 4 & 6)
16	Australian trade qualification in an electronics trade	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
17	Australian trade qualification in an electronics trade	Document issued by SRTO that the person is competent in additional NREL competencies	Electronics	Skill set 11-ISAS SSUEE0752 Units of competence required by Employer and declared by SRTO (e.g. 2, 4 & 6)
18	Associate diploma/ Diploma or higher in electrical/electronics or equivalent qualification (non trade).	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 or Skill set 11-ISAS SSUEE0752 Units of competence required by Employer and declared by SRTO (1, 2, 3C,4, 5 & 6)

Row no.	Relevant qualification	Course of instruction	Endorsements of restricted licence	Units of competence
19	CETA or TESA training program	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
20	Five years experience in electronic equipment	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
21	Australian trade qualification as Telecommunications Mechanic / Technician	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
22	Australian trade qualification as Telecommunications Mechanic / Technician	Document issued by SRTO that the person is competent in additional NREL competencies	Electronics	Skill set 11-ISAS SSUEE0752 Units of competence required by Employer and declared by SRTO (e.g. 2, 4 & 6)
23	Five years experience in calling in telecommunications	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
24	Five years experience in electronic laboratory and scientific equipment	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0751 Units of competence declared by SRTO (1, 3C & 5)
25	Diploma in biomedical engineering or higher qualification	Document issued by SRTO that the person is competent in NREL competencies	Electronics	Skill set 10-ISAS SSUEE0752 Units of competence declared by Employer and declared SRTO (1, 3C & 5 or 1, 2, 3C, 4C, 5 & 6)
26	Certificate III electrical / electronics; or Associate diploma in electrical engineering or higher qualification	Document issued by SRTO the person is competent in NREL competencies	Composite equipment. Maintenance and testing of substation equipment.	Units of competence required by employer and declared by SRTO (e.g. NRE 1,2, 3 & 4)

Row no.	Relevant qualification	Course of instruction	Endorsements of restricted licence	Units of competence
27	Certificate III in Electrical Supply Industry – Distribution (Powerlines), and satisfactorily completed unit of competency <i>UTTNTD311A</i> or <i>UETTDRI5 20A</i> .	Must include a completion statement attesting to competence in the required metering work, and have employer advice outlining the occupational need for the metering work and the scope of metering work required to be performed, and have a current linesperson (distribution) licence (or have made a current viable application).	Composite equipment. Electrical whole current energy meters and associated equipment.	Units of competence (NRE 1 & 2)
28	Five years relevant industry experience in working on equipment specific to employer's assets only	Must include a completion statement attesting to the competence in the required electrical equipment work. A restriction will be entered on the licence for the identified scope of work for the nominated employer.	Composite equipment	Skill set 12-ISAS SSUEE0753 Skill set 13-ISAS SSUEE0754 Units of competence required by employer and declared by SRTO (e.g. 1, 3A, 5 or 1, 2, 3A, 4A, 5 & 6)

**Attachment F – Qualifications of an electrical jointer and linesperson under the
Electricity Regulation 1994** (Sections 293–294 Electrical Safety Regulation 2013 and repealed Sections 214-215
and Sections 221-222 Electrical Safety Regulation 2002

Qualifications, skills and experience required	Evidence required
<p><i>For electrical jointer:</i> Employed as an assistant in electrical jointing work for at least two years within Australia; or</p> <p><i>For electrical linesperson:</i> Evidence that the person has been employed as an labourer or tradesperson’s assistant on overhead electrical line construction or maintenance for at least two years within Australia; <u>or</u> as a licensed electrical fitter or licensed electrical mechanic;</p> <p>and</p>	<p>Statement from applicant’s employer or employers verifying applicant’s employment in the relevant trade work Electrical mechanic or fitter licence (linesperson application only)</p>
<p>Satisfactorily finished a course of theoretical and practical training;</p> <p>and</p>	<p>Document from SRTO or other training provider evidencing that person has completed: Electrical cable jointer training course (Elements 1,3 & 4 Paper or 1, 2 & 4 Polymeric) CNLW1 - linesperson C78 Line work for electrical mechanics - electrical mechanic</p>
<p>Certificate from the applicant’s employer outlining the applicant’s experience;</p> <p>and</p>	<p>Statement from applicant’s employer verifying applicant’s experience in the relevant trade work (satisfied below)</p>

Qualifications, skills and experience required	Evidence required
<p><i>For electrical jointer:</i> Certificate from electrical engineer or licensed electrical jointer that the person has 300 hours experience in jointing and terminating cables that are not energised; or</p> <p><i>For electrical linesperson:</i> Certificate from electrical engineer or licensed electrical linespersons that the person has 300 hours experience in working up a pole on dead line work; and states in the reasonable opinion of the engineer or licensed person that the applicant can and will perform electrical work in a safe and workmanlike manner;</p> <p>and</p>	<p>Statement from electrical engineer or relevant licensed person verifying applicant's experience in the relevant trade work Statement provided as per requirements</p>
<p>Satisfactorily completed any required examination</p>	<p>Document from SRTO or other training provider evidencing that person has completed: CNLW1 – linesperson C78 Line work for electrical mechanics - electrical mechanic or Statement from SRTO to demonstrate the equivalency by cross mapping to the EL CB course of: CNLW1 – linesperson C78 Line work for electrical mechanics - electrical mechanic</p>

Attachment G – Skills maintenance recognised by the regulator

Skills maintenance is considered to have a two year currency, so only skills maintenance undertaken during the previous two years will be recognised by the regulator as confirmation of continued competence in the relevant trade work.

Skills maintenance assessments are in three parts. These are typically: legislation, risk management and live work, and electrical installation testing.

There are a number of options for providing evidence of skills maintenance. The two main options are a statement of attainment of skills maintenance issued by a registered training organisation approved by the Electrical Licensing Committee, or completing the online skills maintenance assessment.

Not all of the three parts need to be completed in the same way. For example, a person may decide to complete two parts online and go to an approved registered training organisation to complete the third.

Skills maintenance via an approved registered training organisation

Skills maintenance courses for each class of electrical work licence are available through approved registered training organisations. A list of approved registered training organisations that provide skills maintenance courses is available on the ESO [website](#) in the skills maintenance section. The registration for accredited course 30368QLD Course in Electrical Testing expired 14 April 2009. A certificate or statement of attainment must have a date of issue prior to the expiry date of this course and will be valid for 2 years from the date of issue.

High Voltage Electric Propulsion

Skills maintenance courses for this class of electrical work licence for part C are available through approved registered training organisation such as Komatsu Australia. Part A and B may be completed using the free online self-paced skills maintenance assessment package available on the ESO [website](#).

Skills maintenance via online assessment

Alternatively, the ESO provides a free online self-paced skills maintenance assessment package (including a statutory declaration) which addresses all licence types. The online skills maintenance assessment is also available on the ESO [website](#).

The applicable skills maintenance assessment topics (relative to the licence type) are automatically displayed by the online package when the licence holder selects their licence type.

Information for registered training organisations

Registered training organisations wishing to submit skills maintenance programs for approval by the Electrical Licensing Committee should direct their correspondence to the Senior Executive Officer (Board Services), GPO Box 69, Brisbane 4001. Their correspondence should include evidence of how the program delivers learning outcomes relative to legislation, risk management and live work, and testing.

Attachment H – Supervising Registered Training Organisation (SRTO) Completion Statements recognised by the regulator

Completion statements are accepted by the Electrical Safety Office (ESO) as evidence of competence in the nominated area of electrical trade work.

The SRTO declares that the SRTO is reasonably satisfied the applicant:

- has completed all the training or assessment required for an electrical work licence; and
- is entitled to be issued a qualification or statement of attainment for an electrical work licence; and
- is competent in the relevant electrical trade work or is competent in performing the electrical work the subject of the application.

Completion statements must be submitted on the relevant ESO document; form 39 Statement by Supervising Registered Training Organisation (other than apprentice) or form 40 Statement by Supervising Registered Training Organisation (apprentice) to be considered by the regulator and signed within a specified period after the training has been completed. Currency of completion statements are as follows for the different classes:

Electrical Fitter dated within five years of original completion date

Electrical Mechanic dated within five years of original completion date

Electrical Fitter and Electrical Mechanic dated within five years of original completion date

Electrical Lineworker dated within five years of original completion date

Electrical Cable Jointer dated within five years of original completion date

Restricted Electrical Licence dated within one year of original completion date

Should the completion statement be outside of these periods an Electrical Work Training Permit will be required to facilitate the attainment of a current ESO Completion Statement as confirmation of continued competence in the relevant trade work.

