



Evidencing of skills maintenance for electrical workers (Introduced on 1 January 2003)

The Board understands that some workers may not support the requirement for skills maintenance. However, the main reason for licensing is to ensure the safety of electrical workers and the community, and therefore skills maintenance is an important obligation for all of us in the industry.

In the electrical industry we have had for many years a licence duration of 5 years for electrical worker licences. This provided the opportunity at the time of renewal, to check that the electrical worker's skills had been maintained by having the worker detail work experience over the past licence period on the "Application for Renewal" form.

In recent years, as in other States and Territories, third party inspections of electrical work in the Northern Territory have been curtailed and with the AS3000 requirement for all electricians to test their work before connection, it is now imperative that electricians maintain their skills and keep abreast of current installation requirements.

Consequently, the Board requires evidence provided to be more meaningful and carries out a more thorough assessment of the experience lodged at renewal. An audit of the listed experience may also be performed if there is any doubt as to the veracity of the evidence provided or the continued skills maintenance or competency of the applicant.

Evidence

The skills that an Electrical Mechanic needs to **evidence** are those needed to carry out basic electrical installation work, including the testing of that work.

The Board is looking for sufficient evidence to indicate that, when carrying out electrical installation work of any type, the applicant has maintained the capability to:

- select the correct materials;
- install those materials correctly and safely;
- and confirm the work is safe and compliant by competently carrying out the mandatory inspection and tests in accordance with AS3000 Wiring Rules.

If you are an A Grade Electrical Mechanic and you carry out electrical installation work and test it to AS3000 and can evidence it, then all you need to do is lodge that **evidence** with your renewal application. For Fitters, Linesmen, Cable Jointers, restricted licence holders etc, lodgement of **evidence** from their employer that they are participating in their line of work will, in most cases, suffice.

To assist the applicant, the renewal form has been modified to provide more space to document work experience in evidence of skills maintenance. It also has a statutory declaration form printed on the back to allow an employer or supervisor to **evidence** an applicant's experience where needed.

Licensing Enquiries:

C/- NT BUILD
32-33/12
Charlton Court
WOOLNER NT 0820

Postal Address:
GPO Box 1680
Darwin NT 0801

Telephone: (08) 8981 5435 or 8923 9307
Facsimile: (08) 8923 9318
Email: electrical.licensing@nt.gov.au
Web: www.electricallicensing.nt.gov.au

Licence Lodgements: In person at Territory Business Centres or Building Advisory Services Branch, Ground Floor, 38 Cavenagh Street, Darwin OR post to above.

Methods acceptable to the Board as evidence of skills maintenance would be any one of the following:

- The provision of evidence that the applicant has signed as the **tester** on a number of recently completed Certificates of Compliance (CoC's) covering the scope of work as detailed above. This method would particularly suit electricians engaged in the contracting industry or a nominee on a Contractor's Licence, but is not limited to them alone. To use CoC's as evidence, the numbers of the CoC's need to be listed on the front of the renewal form in section 2, and copies attached to the application. An ideal set of CoC's would include say, 2 house, a multi-metered domestic installation and a commercial or industrial installation accumulated within the last 3 years of the licence period.

or;

- The provision of a statutory declaration from the applicant's employer or supervisor detailing the applicant carries out the required work. It should be noted that in this case the **employer** or **supervisor** would have to be the holder of a current A Grade Electrical Mechanics licence, or in the case of other categories eg. Linesman or restricted, the holder of a licence of at least equivalent to the applicant.
- To use this method the statutory declaration on the back of the renewal form is to be used. The **employer or supervisor must list the type and quantity of work recently performed by the applicant** eg within the preceding period (3 years) of the licence. Should the applicant have worked for other employers then statutory declarations from them, or references detailing the work, may be lodged as well. The statutory declaration on the back of the renewal form may be photocopied for this purpose.

or;

- The provision of other evidence to demonstrate that the applicant has maintained a close and direct association with the current methods and practices of the electrical industry. This method would suit those delivering training to electrical workers and teachers of the trade, or similar such employment. Applicants should list the type and duration of the work they have carried out in the recent (3 years) preceding licence period. If this work is carried out for an employer then the employer should verify the work type and duration through use of the statutory declaration on the reverse of the renewal form.

or;

- The provision of evidence that a refresher course or other relevant course approved by the Board has been successfully undertaken. For example, the Board approved refresher course jointly run by the NT branch of NECA and GnorTop Training, or the technical component of the Electrical Contractors Exam for Electrical Mechanics delivered by Board approved Registered Training Organisations (RTOs). Other courses, eg those undertaken in another State may be acceptable, however these would need to be put to the Board for approval.

or;

- Electrical teachers/trainers can attach proof of training that must include the Wiring rules and not only Electrical Principles.
- Methods of evidencing skills maintenance is not limited to the above, however any other method should be submitted to the Board well in advance of renewal time.

As a courtesy, renewal forms are sent out approximately one month prior to when your licence is due to expire. If you do not receive one please contact the Board's Office.

Board approved Training Providers:

Registered Training Organisation	Address	Phone	Fax	Skills Maintenance Course
Charles Darwin University, Darwin	Electrical Trades Faculty CDU Darwin NT 0909	8946 6379	8946 6767	✗
CDU, Alice Springs	PO Box 795, Alice Springs NT 0871	8959 5208		✗
Advanced Training International	ntnisa@bigpond.com	8947 5550 0417 817 056	8947 5552	✗
GnorTop Training	gnortop@westnet.com.au	8947 0301 0409 492 377	89470295	✓
Territory Construction Association	PO Box 37121, Winnellie NT 0821	8922 9666		✓