



Tasmanian
Government

Occupational Licensing (High Voltage Electrical Work – Certification and Energisation) Code of Practice 2021

I, Peter John Graham, in my capacity as Administrator of Occupational Licensing, acting pursuant to section 53 of the *Occupational Licensing Act 2005*, hereby establish the following Code of Practice.

Title	Occupational Licensing (High Voltage Electrical Work – Certification and Energisation) Code of Practice 2021
Description	<p>This Code of Practice specifies obligations, processes and restrictions regarding:</p> <ul style="list-style-type: none">• The approval to energise high voltage electrical equipment;• The inspection, testing and certification of high voltage electrical equipment; and• Persons who may undertake certification of high voltage electrical equipment.
Version	Version 1.0
Application	<p>This Code of Practice applies from its notification in the Gazette until its revocation.</p> <p>This Code of Practice supersedes the Occupational Licensing (Private High Voltage Electrical Work – Certification and Energisation) Determination 2016.</p>
Commencement date	25 August 2021

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Document Development History

Version	Application Date	Sections amended
1.0	25 August 2021	Re-issued as the Occupational Licensing (High Voltage Electrical Work – Certification and Energisation) Code of Practice 2021.

I. Definitions:

“Act” means the *Occupational Licensing Act 2005*;

“authorised officer” has the meaning given to it by the Act;

“Certificate of Electrical Compliance” (CEC) has the meaning given to it by the Occupational Licensing Advisory Note – Approved Forms – Electrical, as amended from time to time;

“competent” means the ability to:

- apply a specific area of knowledge and skill for which a person is qualified, experienced and capable of undertaking; and
- apply and transfer those skills and knowledge to new situations and environments;

“electrical infrastructure” has the meaning given to it by the Regulations;

“electrical installation” has the meaning given to it by the Regulations;

“electrical work” has the meaning given to it by the Regulations;

“electricity entity” has the meaning given to it by the Regulations;

“Engineers Australia” means the Institution of Engineers Australia (ABN 63 020 415 510) trading as Engineers Australia;

“high voltage” has the meaning given to it by the Regulations;

“high voltage certificate of electrical compliance” has the meaning given to it by the Occupational Licensing Advisory Note – Approved Forms – Electrical, as amended from time to time;

“high voltage electrical work” – see the separate meanings of “electrical work” and “high voltage” in the Regulations;

“like for like” has the meaning given to it by the Occupational Licensing (Classification of Electrical Work) Code of Practice;

“National Engineering Register” means the directory of Australian engineers maintained by Engineers Australia;

“Regulations” means the *Occupational Licensing (Electrical Work) Regulations 2018*;

“standards of work” means those requirements for the performance of electrical work established by the Occupational Licensing (Standards of Electrical Work) Code of Practice, as amended from time to time.

2. Application of this Code of Practice

2.1 This Code of Practice applies to all high voltage electrical work, except:

- a) high voltage electrical work carried out by an electricity entity or their contractors, on the electricity entity's electricity infrastructure; or
- b) like for like repairs and maintenance; or
- c) periodic inspection and testing of high voltage electrical installations for the purposes of ensuring the high voltage electrical installation functions as intended, is appropriate to remain in service and is not related to other high voltage electrical work.

3. High voltage electrical work energisation

3.1 High voltage electrical work must not be energised unless:

- a) a high voltage certificate of electrical compliance is completed as per the approved form for the high voltage electrical work, by the person certifying the work as detailed in clause 5 below; and
- b) the completed high voltage certificate of electrical compliance;
 - i. is submitted to an authorised officer;
 - ii. the authorised officer accepts the certification of compliance; and
 - iii. the authorised officer permits the high voltage electrical work to be energised; or
- c) an authorised officer otherwise permits.

3.2 In relation to subclause 3.1(a) and 3.1(b) above, the high voltage certificate of compliance is acknowledgement that the high voltage electrical work has been inspected, tested and verified to ensure it complies with the appropriate standards of work.

Explanatory Note:

More than one 'certificate of electrical compliance' may be used as part of the 'high voltage certificate of electrical compliance' for separate work activities undertaken on a high voltage electrical installation.

4. High voltage electrical work certificate of electrical compliance

- 4.1 The approved certificate relating to the compliance of high voltage electrical work is the 'high voltage certificate of electrical compliance'.
- 4.2 The requirements for the 'high voltage certificate of electrical compliance' are as specified in the Occupational Licensing Advisory Note – Approved Forms – Electrical.

5. Requirements for person to sign a certificate of compliance

- 5.1 A 'high voltage electrical work certificate of compliance' must be completed and signed by a person who at the time of certification is competent in high voltage design, inspection and testing and is either:
 - a) licensed under the Act as an Engineer – Building Services, with the area of expertise of electrical building services; or
 - b) registered on the National Engineering Register in the area of Electrical Engineering; or
 - c) an electrical engineer that is a chartered member of Engineers Australia.
- 5.2 Notwithstanding clause 5.1, the Administrator may at their discretion accept a person to certify high voltage electrical work who does not have the qualifications specified in 5.1(a), 5.1(b), or 5.1(c) if satisfied that they have equivalent competencies, qualifications and experience to perform that work.
- 5.3 The Administrator may require the applicant under 5.2 to undertake a formal competency assessment.

Explanatory Note:

The Occupational Licensing (Building Services Work) Determination requires that persons who perform electrical engineering design work for building services must hold a licence as an Engineer – Building Services.

6. Explanatory Notes

The following notes are non-mandatory and are for the purposes of information.

This Code of Practice should be read and applied in conjunction with other relevant regulatory documents, in particular:

1) *Occupational Licensing (Electrical Work) Regulations 2018*: -

- 'Classification of electrical work', with regard to the classification of high voltage electrical work;
- 'Duties regarding recording of electrical work', with regard to the recording of high voltage electrical work;
- 'Duty to notify electrical work', with regard to the notification of high voltage electrical work;
- 'Inspection of electrical work', with regard to an authorised officer inspecting or causing to be inspected, high voltage electrical work;
- 'Restrictions on energising of electrical work', with regard to the acceptance or permission to energise high voltage electrical work; and

2) The Occupational Licensing (Classification of Electrical Work) Code of Practice.

3) The Occupational Licensing Advisory Note – Approved Forms – Electrical.

Appendix A - Sample Form Template

HIGH VOLTAGE ELECTRICAL WORK CERTIFICATE OF COMPLIANCE

High Voltage Electrical Work details:

Address:

Location and
Work Details
(including
technical
details):

Person Responsible for Certifying High Voltage Electrical Work:

Name:

Business Name:

Business
Address:

Phone Number:

Licence/Registration/
Member Number:

Email address:

Declaration:

I, as the person responsible for the high voltage electrical work specified within this certificate, verify:

- The installed electrical equipment complies with the relevant standards;
- The high voltage electrical work complies with the appropriate standards of work and the relevant design specifications;
- The high voltage electrical work will function as intended;
- The high voltage electrical work is safe to energise; and
- The high voltage electrical work does not negatively affect any other part of the electrical installation, other electrical installations or network.

I, as the person responsible for the high voltage electrical work specified within this certificate, confirm:

- The network service provider has approved and granted permission for:
 - The high voltage electrical installation to be connected to their network; and
 - The specifications of a network connection agreement have been met.

I, as the person responsible for the high voltage electrical work specified within this certificate have attached to this document all testing reports or other records relevant to this high voltage electrical work.

Certificate Details:

The work detailed above was completed on:

date

Name: *[print]*

Signed

Date

Responsible Person: