

## **GUIDELINES FOR ELECTRICAL WORK**

### **Assistance to Licence Holders wanting to use an Assistant**

The purpose of these Guidelines is to assist electrical contractors to adopt best practice and comply with their legislative requirements.

This document is not to be taken as an expression of the law. It should be read in conjunction with the *Occupational Licensing Act 2005* (the Act) and the *Occupational Licensing (Electrical Work) Regulations 2008* (the Regulations) and any other relevant legislation. Copies of the legislation can be purchased from Print Applied Technology Pty Ltd by calling 1800 030 940, or are available on the internet at [www.thelaw.tas.gov.au](http://www.thelaw.tas.gov.au)

The Act does not recognise the term, “trades assistant”. However, the Occupational Licensing (Supervision of Prescribed Work) Code of Practice, states,

“labourers who perform work in association with prescribed work must be supervised at a level commensurate with their knowledge, skills and experience.”

It is not possible in this document to cover all possible circumstances. If you need further information or advice please visit our website [www.wst.tas.gov.au](http://www.wst.tas.gov.au)

#### **I. Determination of prescribed work and meaning of electrical work**

The Act requires that –

- only the holder of a practitioner’s licence of the relevant occupation and class (or a person undergoing an approved course of training and the prescribed work is supervised by a licensed practitioner of the relevant occupation and class), may lawfully carry out "prescribed work";
- a person must not supervise the performance of prescribed work unless they are a licensed practitioner of the relevant occupation and class; and
- a practitioner must ensure they act only in the area of their competence.

For the purposes of the definition of "prescribed work" in section 3(1) of the Act, all electrical work is determined to be prescribed work.

"Electrical work" has the meaning given by regulation 4 of the Regulations, which states:

“(1) Electrical work is any one or more of the following -

- (a) work on the installation, repair, alteration or removal of an electrical circuit or associated fittings, equipment or accessories;
- (b) work on an electrical installation;
- (c) work on the installation, repair, alteration or removal of electrical infrastructure including lines and wires for the generation, transmission or distribution of electricity and also including supporting and protective structures relating to any such equipment, lines or wires;
- (d) work that has been determined by the Regulator, as defined in the *Electricity Supply Industry Act 1995*, to be regarded as specialist work.

- (2) Despite subregulation (1), electrical work does not include –
- (a) electrical work performed under an electrical safety management scheme approved under Part 8 of the *Electricity Industry Safety and Administration Act 1997*; or
  - (b) any low voltage electrical work on telecommunications equipment that is carried out by technical workers trained in the telecommunications industry; or
  - (c) any extra low voltage electrical work if the electrical work is not in a hazardous area as defined by AS/NZS3000; or
  - (d) the insertion of a plug into a socket outlet through which electricity is, or is to be, supplied in order to connect an electrical article or an extension cord to an electricity supply; or
  - (e) repair work on an electrical article that is, or is to be, operated at a nominal electrical voltage of 250 volts or less with reference to earth and that electrical article, when manufactured, was to be connected to an electricity supply with a plug and cord; or
  - (f) the affixing of a plug or socket to an extension cord through which electricity is, or is to be, supplied at a nominal electrical voltage of 250 volts or less with reference to earth.”

## 2. Areas of work where assistance may be considered

### 2.1 Conduits and cables

The installation of electrical conduit and cable is, without exception and by definition, electrical work.

However, there may be work associated with the installation of conduit and the installation of cables where an unlicensed person may assist a licensed practitioner, provided that the unlicensed person does not –

- do the work of a licensed practitioner; and
- undertake tasks requiring the skills of a licensed practitioner.

The installation of an electrical wiring system in conduit is often broken into two parts -

- (a) the installation of the conduit only, and then later,
- (b) the installation of cables.

#### 2.1.1 Installation of Electrical Conduit

The installation of electrical conduit as part of an electrical wiring system is "electrical work" and therefore must be carried out by a licensed practitioner.

In general, a licensed practitioner must carry out the installation of conduit. However, an unlicensed person may undertake the following associated activities, such as -

- trench excavation;
- back-filling, but not the initial stages of back-filling;
- the installation of short lengths of conduit in footings: and
- the laying out of conduit (but not connecting conduit together).

It must be noted that unlicensed persons must not connect conduit, and can have no role in determining the depth of a trench.

**The licensed practitioner and/or contractor take responsibility for the final installation.**

All other associated work can be only carried out under the direct supervision of a licensed practitioner in accordance with -

- section 25(1)(b) of the Act; and
- the Occupational Licensing (Supervision of Prescribed Work) Code of Practice 2008.

**2.1.2 Installation of Cables**

The installation of cables (including their fixings and supports) is "electrical work" and therefore must be carried out by a licensed practitioner.

In general, a licensed practitioner must install cables. However, an unlicensed person may undertake the following associated activities, such as -

- installing cable tray or cable ladder (including brackets, mountings and the like);
- helping to lift heavy cables on to a cable tray or into a trench;
- helping to place non-electrical components on site;
- cutting - to lengths specified by a licensed practitioner – ducting, unistrut, conduit, and other cable support systems;
- painting cable trays, ducts and conduits;
- cutting chases into walls, as instructed by a licensed practitioner.

**The licensed practitioner and/or contractor take responsibility for the final installation.** Determining the correct support for the weight of cables on a cable tray, spacing of cables, fixing type and intervals for fixings, as well as the cable installation, is their responsibility.

The use of unlicensed persons to assist in the associated areas of the work can be carried out only under the direct supervision of a licensed practitioner in accordance with -

- section 25(1)(b) of the Act; and
- the Occupational Licensing (Supervision of Prescribed Work) Code of Practice 2008.

Robert L Pearce  
Administrator of Occupational Licensing  
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