

# ELECTRON

EMPOWERING TODAY'S ELECTRICAL WORKERS

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Welcome to the 87th issue of ELECTRON newsletter.

In this issue of Electron we focus on the approaching 2017/2019 relicensing round, which will open on 3 April 2017.

All 2015/17 practising licences will expire on 30 June 2017. All registered electrical workers must hold a practising licence to carry out prescribed electrical work. This is a requirement of Section 98 of the Electricity Act 1992. We have included information in this issue to encourage you to start getting prepared, so when the round opens, it will be quick and easy for you to relicence.

We also provide updates on the work streams the Board are implementing such as the new competency programme, audit programme and web refresh/toolbox. On top of this, we share the results of three disciplinary hearings and a prosecution.

The advertisement for a new Registrar is also included in this issue. You will recall that I was appointed for one year on secondment which I am now half way through. The position is advertised here in Electron and will be in other advertising mediums too. We are hoping to have appointed a new Registrar during May and June this year which will allow me to work with the newly appointed applicant to assist in the transition to a permanent Registrar.



**RICHARD STUBBINGS – REGISTRAR**

## RELICENSING

The 2017 relicensing round will run from 3 April 2017 till 30 June 2017.

All 2015/17 practising licences will expire on 30 June 2017 and all registered electrical workers must hold a practising licence to carry out prescribed electrical work. This is a requirement of Section 98 of the Electricity Act 1992.

### What you can do to prepare for the relicensing round

If you want to renew your licence you will need:

- A RealMe user name and password. [EWRB RealMe logon](#)
- Up-to-date competency training. [Competency Training](#)
- A photo – if this is your first time applying for a licence, or if you want to change your current photo.

- To check that your details (address, employer etc) are updated on the EWRB Register. This is especially important if your employer will be renewing your licence for you – as they will not be able to renew it until your details are updated.

It's best to have these things ready to go, so when the relicensing round opens, you can renew quickly and easily. The fastest and cheapest way to renew your practising licence is to do it online. You can pay for your licence renewal by Mastercard, Amex or Visa credit/debit card, or through an Account2Account bank transfer. You can also renew your licence on paper if you would prefer. Paper forms will be available soon and a link to them will be provided via the Board's website. Please note that paper practising licence renewal is \$190 which is \$70 more expensive than renewing online.

If you have any enquiries or comments on this newsletter please phone 0800 66 1000 or email [info@ewrb.govt.nz](mailto:info@ewrb.govt.nz)

## LICENSING PAYMENTS USING ACCOUNT2ACCOUNT

You can now pay licensing and relicensing fees using your credit card or internet banking. The internet banking option is called Account2Account and replaces cheque and direct credit payments for online transactions. You will not need to direct credit fees into the MBIE bank account as you can now pay from your bank account as part of the online application process.

This option is available to electrical workers and employers who currently do internet banking with the following New Zealand banks:

- ANZ
- ASB
- BNZ
- KiwiBank
- TSB
- Westpac

To use internet banking, complete your online application, and click submit and pay as usual. You'll see a new option for Account2Account.

Using Account2Account will transfer you to the banks online banking system and you'll no longer be on the EWRB website. Log in when prompted using your internet banking credentials, not your RealMe login.

Account2Account payments are fully integrated with the EWRB register and you'll receive confirmation of payment and an invoice receipt in the same way as if you had paid by credit card.

In addition to your invoice, transaction details will appear on your bank statement as code: MBIE EWRB and a unique reference number.

## ARE YOU AN EMPLOYER WISHING TO ASSIST YOUR EMPLOYEES TO RELICENSE?

Employers are now able to assist their electrical worker employees to renew their licence by either paying the licensing fees, or by fully completing licensing on behalf of their employees in bulk.

The Board's website has an online portal accessible to Electrical Workers and their employers – [EWRB RealMe logon](#)

From the portal, you will have the ability to:

- View, update and add your employees.
- Update their competence training.
- Make payments on behalf of your employees (where they have filed the practising licence renewal online and indicated their employer will pay).
- File practising licence renewals on behalf of your employees in bulk.

## Employer bulk relicensing

To help with the bulk relicensing process, we have created a list of next steps to help guide you through the process:

1. Download and review the [Employers Guide](#).
2. Review and update your employee list.
3. MBIE will send you an employee details report via email in early March, containing a detailed list of all your employees.
4. Ask your electrical workers to confirm their details based on what is contained in the report. Advise them to make any required updates via the online portal [EWRB RealMe logon](#) found on the EWRB website.

Note: The relicensing round opens **3 April, 2017**. You can go online anytime **until the end of June** to relicense your employees as per the steps outlined in the Employer Guide.

Further information will be sent to employers during February/March to assist with this process should you wish to use this method for relicensing your staff.

## NEW COMPETENCY PROGRAMME FOR LICENSED ELECTRICAL WORKERS

The Board has developed a new competency programme to ensure a more consistent delivery of programme content and quality for all licensed electrical practitioners. This new programme will become the prescribed minimum benchmark for all approved competency providers.

There will be a transitional period this year with service agreements for the current competency providers extended to 31 December 2017. *Please note that this may be subject to change at the Board's discretion.*

### Existing providers

Existing providers are encouraged to apply to the Ministry of Business Innovation & Employment (MBIE) to gain approval in delivering the new programme. See the process for applications below.

Those providers that have already applied through the Government Electronic Tenders Service (GETS) do not need to apply again, and can check if they have been approved via the GETS website

To apply, you will need to submit a response form (RF) to the electrical workers competence programme, invitation to qualify (ITQ) document.

These two documents are available below:

- View the [invitation to qualify document](#).
- View the [response form for competence programme providers](#).

## Material availability

The new material will be available shortly and will allow the provider a period of time to become familiar with and incorporate the new requirements into a new programme.

It is also recommended that elements of the programme could also be incorporated into a provider's existing programme before the new programme becomes compulsory.

Further information is available on the Board's website [EWRB Competency Programme](#)

## THE EWRB IS PILOTING AN AUDIT PROGRAMME

### What you need to know about our pilot auditing programme

Auditing is a function of the EWRB, so this year we are undertaking a pilot audit programme. The programme will work to verify that licensed electrical workers are carrying out their work in a compliant, safe and competent manner.

Telarc has been selected to manage the audit programme which is currently being undertaken in the Auckland, Hamilton, Waikato and Coromandel regions. Approximately 300 electricians have been randomly selected to participate in this programme. A detailed letter explaining the audit was sent to the selected electricians recently.

The pilot is due to be completed by 31 May 2017 and the results of the audits will be analysed and communicated with all electrical workers.

If you are a licensed electrical worker and have further questions, you can contact the Board on 0800 66 1000.

## RESULTS OF DISCIPLINARY HEARINGS

### Electrician

An electrician from Auckland was found guilty of disciplinary offences under the Electricity Act 1992 in that, he created a risk of serious harm to any person, or a risk of significant property damage in that:

- circuits and sockets were not provided with adequate Residual current device (RCD) protection and;
- sockets did not have adequate isolation where required and were not labelled clearly and;
- sockets in cardiac protected patient areas were not on separate circuits and did not meet the requirements for equipotential earthing points and;
- cable terminations had been carried out poorly and excessively exposed copper conductor was present in one location and;
- excessive basic insulation was exposed in the luminaire installations and;

- he failed to provide a return. A copy of an existing Certificate of Compliance was requested and was not provided within 10 working days.

The above work was carried out in a medical facility including a cardiac protected patient area. It is important to note that special requirements such as sockets installed in such areas need to meet the requirements for equipotential earthing points.

As a result of the above, the Board has ordered the practitioner:

- to pay a fine of \$500 (Section 147M(1)(f) of the Act) and;
- pay the Board \$250. A sum the Board considers just and reasonable towards the costs and expenses of, and incidental to the hearing of the complaint, by the Board (section 147N of the Act) and;
- that the offence will be noted on the Register of Electrical Workers for a period of 3 years.

***This case is an example of a practitioner working in specialist areas and not working within their levels of competence.***

***Limits of work and levels of competence need to be observed to ensure electrical safety is maintained. The Board has no option but to penalise practitioners where such breaches of the Act are brought to their attention.***

### Electrician

An electrician from Auckland was found guilty of disciplinary offences under the Electricity Act 1992 in that, incorrect cables were terminated resulting in an electric shock.

The electrician was the project manager for a significant renovation at a property which included supervision of his trainee. The prescribed electrical work consisted of the connection and termination of cabling in a switchboard for air-conditioning units to be connected. The work in question was carried out by a trainee under the supervision of the electrician.

Other electrical workers attended the site to work on the fit out and one of them received an electric shock when terminating one of the feeds to the unit. It was discovered that the entire circuit had been terminated and connected to the moulded circuit breakers (MCBs) and that one had been live. Further investigation determined that the trainee had terminated the incorrect cables into the isolated switchboard, and that in his role as supervisor, the electrician had failed to ensure that the correct circuits had been identified.

As a result of the above, the Board has ordered the practitioner:

- to pay a fine of \$500 (Section 147M(1)(f) of the Act) and;
- pay the Board \$100. A sum the Board considers just and reasonable towards the costs and expenses of, and incidental to the hearing of the complaint, by the Board (section 147N of the Act) and;
- that the offence will be noted on the Register of Electrical Workers for a period of 3 years.

**This case is an example of an electrician not providing the correct level of supervision to his trainee and not checking that the trainees work was safe and compliant. The primary responsibility of a supervisor when supervising a trainee is to take all practicable steps to ensure that:**

- **the work is carried out competently;**
- **while the work is being undertaken, appropriate safety measures are adopted;**
- **the completed work complies with the Electricity (Safety) Regulations 2010.**

**Further information pertaining to supervision procedures are available at [Supervision guidelines](#)**

**The Board has no option but to penalise practitioners where their trainees work is not done to the required standard.**

### **Thayalan Nalaraja Electrical Appliance Serviceperson**

Mr Thayalan Nalaraja an electrical appliance serviceperson was found guilty of a disciplinary offence under Section 143(b)(ii) of the Act, in that he installed a light switch with electrical supply from two different distribution boards.

The Board also found Mr Thayalan Nalaraja was guilty of a disciplinary offence under Section 143(c) of the Act, in that, he failed to have complied with a term or condition of his registration or licence, in that, he:

- installed lighting and power point circuits and;
- installed sub-boards and;
- installed circuits into the MEN system.

As a result of the above, the Board has ordered:

- Thayalan Nalaraja registration be cancelled (Section 147(M)(1)(a)(i) of the Act) and he may not reapply for a period of 3 years (Section 147(M)(1)(a)(ii) of the Act).
- Payment of \$750 to the Board. A sum the Board considers just and reasonable towards the costs and expenses of, and incidental to the hearing of the complaint by the Board (section 147N of the Act)
- In accordance with section 128 of the Act the disciplinary action taken under section 147M of the Act will be noted on the Register of Electrical Workers for a period of 3 years.

The reasons for the Board's finding are:

- the potential serious harm that could result from the non-compliant work;
- Mr Nalaraja has not held a practising licence since being registered as an Electrical Appliance Serviceperson in New Zealand;
- working outside of the limits of his registration and did not engage in the disciplinary process.

## INVESTIGATION REPORT

A recent investigation undertaken in relation to a non-registered person working in contravention of the Electricity Act 1992 has resulted in the following prosecution.

### Prosecution 77

Between 2013 and 2015, Mr Perry Anderson of Wainuiomata reconnected the electricity at his residential address five times, following the electricity being disconnected by the retailer. Mr Anderson was not registered or licensed to perform prescribed electrical work. He was found guilty, in his absence, of five charges of performing unauthorized prescribed electrical work, brought by the EWRB under the Electricity Act 1992. Mr Anderson was fined \$6000 and ordered to pay Court costs of \$130 and solicitor's costs of \$226.

## REPORT-A-COWBOY APP

In the December issue of Electron the Board announced the release of the *Report-a-Cowboy App*. The app allows you to report (anomalously if you wish) defective work of people who were unauthorised to do the work initially. You can now feed this information directly back to the Board's investigations teams using this app.

### How to download the app

R.A.C (Report-a-Cowboy) app

To download go to the App Store or Google play.



You will be presented with the following screen where you will be invited to input and send information about illegal operators. Using the Report-a-Cowboy app is quick and intuitive.



## EWRB WEB REFRESH AND TOOLBOX

The EWRB and MBIE are working on improving access to information via our online channels. In the coming months you will see:

- A new look website on [EWRB website](#) that will:
  - make the registration process clearer;
  - provide information for overseas workers looking for registration and immigration assistance for working as an electrical worker in New Zealand;
  - give workers easy understandable and relevant access to the latest rules, regulations and standards;
  - advise when rules, regulations and standards change;
  - enable workers to give feedback to the EWRB relating to 'issues on the ground' and to seek technical advice.
- A new online toolbox to support electrical workers to understand the requirements for compliant and safe electrical work.

Further updates will be provided as we get closer to the release dates.

## COULD YOU BE THE NEXT REGISTRAR FOR THE ELECTRICAL WORKERS REGISTRATION BOARD?

- Are you an experienced regulator looking for an opportunity to make a difference in the regulation of a key occupational trade?
- Do you have experience in managing key strategic and functional relationships?
- Can you provide excellence in service delivery within a dynamic operating environment in an ever-changing organisation?

### About MBIE:

The purpose of the Ministry of Business, Innovation and Employment (MBIE) is to grow the New Zealand economy to provide a better standard of living for all New Zealanders. Our goal is to create a strong and high-performing economy by creating an environment that supports businesses to become more productive and internationally competitive.

### Why work for us?

- A high level of variety in an ever-changing organisation
- A supportive and wide-ranging environment
- Continuously gain new knowledge
- Potential career pathways within the wider Ministry of Business Innovation and Employment
- Potential to input into the Grow New Zealand for all.

The Registrar is a statutory role with the main purpose of ensuring the Electrical Workers Registration Board (Board)

fulfils its statutory obligations. The Board was established under section 148 of the Electricity Act 1992 (the Act). The Board's main functions are to register electrical workers and ensure competency of those workers in order to guarantee public safety. This is carried out through auditing of electrical workers, holding hearings into complaints and the promotion of electrical safety and competency.

The Registrar role does not have any direct reports but does have strategic oversight of the regulatory scheme to ensure it is well aligned with the wider regulatory system and achieves intended outcomes.

### Skills and experience required:

- a working knowledge of the electrical sector and the regulatory environment governing 'electrical worker licensing' and/or a working knowledge of occupational licensing and regulatory environment governing associated trades
- ability to interpret legislation, regulations and associated rules such as standards and codes of practice
- highly developed analytical and conceptual thinking ability
- capable of developing alternative pathways to achieving outcomes
- experience in working in international regulatory environment
- ability to influence and work through others where direct reporting relationships do not exist
- proven ability in strategic thinking
- demonstrated ability to develop and maintain complex relationships
- self-motivation and persistence in challenging existing frameworks and pushing hard issues
- capacity to deal with conflict and opposition
- a strong appreciation of the principals of natural justice and how these apply
- proven communication and presentation skills
- social deftness to influence internal and external stakeholders, earn their respect and take them with you
- extensive working knowledge of a broad range of processes related to the operations of the public sector and government.

Tertiary qualifications, in electrical engineering, law or regulation, or significant occupational licensing experience in the government sector would be advantageous.

For further information please contact Richard Stubbings on [Richard.stubbings@mbie.govt.nz](mailto:Richard.stubbings@mbie.govt.nz).

**Applications close at 5pm on Tuesday 28th February 2017**

## EXPLOSIVE ATMOSPHERES QUALIFICATIONS AND TRAINING

(Article supplied by Skills NZ)

Give yourself the edge and get certified using the latest Australian and New Zealand standards, for working in explosive atmosphere environments.

Skills International and Competency Training (an Australian training provider) are working together to deliver a range of specialist explosive atmospheres training courses to the New Zealand market. These courses provide students with the opportunity to gain specialist qualifications that allow them to work in highly regulated, hazardous environments. As a result of doing these courses operators will gain a unique skill set that makes them an asset to both employers and clients alike.

Get the skills you need to work safely in explosive gas, vapour and dust environments, by signing up to a course today. Course details are as follows.

### Installation & maintenance of electrical equipment in hazardous areas

This course is intended for electrical workers to instruct them on the principles of the various hazardous areas (explosive atmospheres) protection techniques. It will provide knowledge around the correct procedures when involved in the installation, testing and maintenance of the equipment. It will also involve carrying out Hazardous Area Inspections and how to provide reports on the integrity of these installations after the inspections.

### Installation & maintenance of electrical equipment in hazardous areas – refresher

The installation and maintenance refresher course focuses on the practical components, particularly on inspections and testing.

### Hazardous areas classification and design course

Developed for senior electrical workers, this course covers off on how to carry out the classification and design of a hazardous area. It will include information and practical activities on the various protection techniques, zoning requirements and how to plan and design a compliant and safe Hazardous Area installation.

### Hazardous areas classification course

This is an advanced course, intended for electrical workers, technicians, engineers and senior engineers involved only in hazardous area classification. It covers hazardous area classification procedures and techniques for potentially explosive gas/vapour atmospheres and combustible dust atmospheres.

Note: Australian unit standards and qualifications are awarded for these courses. A small admin fee applies to have these transferred to the New Zealand equivalent qualifications.

You can find out more about the above courses at [Skills NZ](#) or call 0508 754 557.