

**GUIDANCE NOTES FOR ELECTRICAL INSPECTORS
(January 2010)**

ELECTRICITY SAFETY (INSTALLATIONS) REGULATION 2009.

This document has been prepared for guidance and information and does not cover all the changes between the 1999 and 2009 Electricity Safety (Installations) Regulations but will address most of the important differences and issues. It is intended that during the introduction and education period until 1st July 2010 ESV will use its discretion in the enforcement of the regulations unless safety is compromised. We suggest that all LEI's would use similar discretions.

**BONDING OF SUPPORT FOR LOW VOLTAGE OVERHEAD SERVICE
Regulation 212**

The earthing of metallic brackets supporting overhead service cables will not be enforced at this stage as the process is under review.

**PRESCRIBED ELECTRICAL INSTALLATION WORK
Regulation 238**

In addition to the existing prescribed electrical installation work the following items are now also prescribed.

1. Supports for overhead service lines (including any poles).
2. Circuit protective devices, switchgear, control-gear, circuit breakers and wiring systems of the main switchboard for new or replaced switchboards on the initial inspection.
3. Sub-mains, earthing systems and any distribution boards related to the control of individual occupiers' portions of multiple installations.
4. circuit protective devices, switchgear, control-gear, wiring systems and accessories (other than fire detection and alarm systems) installed to provide control and protection of passenger lifts, fire pumps (excluding pumps for fire hose reels where those hose reels are not the sole means of fire protection) and air handling systems intended to exhaust and control the spread of fire and smoke.
5. Part 1 solution installed in an electrical installation.
6. All or part of any fixed electrical equipment operated at any voltage installed in a patient area of hospitals, medical and dental practices and dialyzing locations.

PREMISES WITH CONSUMER ELECTRICITY GENERATION SYSTEMS

Regulation 210

Premises where a consumer electricity generation system are installed or connected shall have clearly and permanently marked sign on all switchboards that will be energised by the consumer electricity generation system and any fire indicator panels, stating "**Warning—this premises contains an electricity generation system**" and the location of the of the isolation switch or switches.

EMERGENCY RESTORATION OF PRIVATE ELECTRIC AERIAL LINES

IN HIGH BUSHFIRE RISK AREAS

Regulation 221

Prior to the commencement of any reconstruction work you need to obtain;

1. a written undertaking from the owner of the private electric line that the owner will have the private electric line placed underground within 60 days after the date of the undertaking (the form can be printed from our web site www.esv.vic.gov.au).
2. Obtain a reference code from Energy Safe Victoria for that work (to obtain a reference code call NRC (National Response Centre) 24 hour service on **Phone 1800 000 922**).

Within 5 business days after the completion of the reconstruction, provide Energy Safe Victoria with a copy of the undertaking referred to in paragraph 1, the reference code for that work and a copy of the certificate of electrical safety for the reconstruction of the private electric line.

DETAILS TO BE ACCURATE AND LEGIBLE—CERTIFICATE OF INSPECTION

Regulation 241

A licensed electrical inspector must ensure that the details required by regulation 240 are complete, accurate and legible on each copy of the certificate of inspection.

SAFETY SERVICES

Regulation 232

An electricity supplier must not require a person to install protective equipment between the point of supply and any main switches for safety services.

OBLIGATIONS OF LICENSED ELECTRICAL INSPECTORS

Regulation 242

A licensed electrical inspector must not sign a certificate of inspection unless that inspector;

1. Has attended at the electrical installation address stated on the certificate of compliance.
2. Has carried out inspection of the electrical installation in accordance with the Australian/New Zealand Wiring Rules and these Regulations
3. Has carried out testing of the electrical installation in accordance with regulation 231
4. In circumstances where the inspector knows or should be reasonably expected to know that the premises or land related to the electrical installation work being inspected will be electrically unsafe to connect to electricity supply or unsafe to use, has stated on the certificate of inspection that the installation appears to be electrically unsafe
5. In the case of high voltage installation work, a licensed electrical inspector may comply by witnessing a licensed electrician or a competent person carrying out those tests.

LICENSED ELECTRICAL INSPECTORS MUST RETAIN A COPY OF CERTIFICATES OF INSPECTION

Regulation 244

A licensed electrical inspector must retain a copy of a paper certificate of inspection for 3 years after the date the inspector signed the certificate.

LICENSED ELECTRICAL INSPECTORS MUST NOT INSPECT THEIR OWN WORK

Regulation 245

A licensed electrical inspector inspecting the prescribed electrical installation work must not be the licensed electrical installation worker who carried out the work or the installation work responsible person in relation to that work.

LICENSED ELECTRICAL INSPECTORS MUST NOT INSPECT WORK IF INVOLVED WITH THE DESIGN OF THE WORK

Regulation 246

A licensed electrical inspector inspecting prescribed electrical installation work must not be a person who was involved in the design of that electrical installation work.

(Design does not include advice in relation to the requirements of the Act or the Regulations)

**INSTALLATION WORK RESPONSIBLE PERSON MUST NOT USE AN EMPLOYEE TO
INSPECT ANY WORK FOR WHICH THEY ARE RESPONSIBLE**
Regulation 247

A responsible person must ensure that the prescribed electrical installation work that they are responsible for is not inspected by a licensed electrical inspector inspecting who is employed by or a related body corporate (cooperate director or business owner) of the responsible person.

NOTIFICATION OF DEFECTS BY INSPECTORS
Regulation 248

If prescribed electrical installation work that has been inspected by a licensed electrical inspector does not comply with Division 3 of Part 3 of the Act or this Part, the inspector who has inspected the work must notify the installation work responsible person of the defects relating to the work within 4 business days after the inspection.

INSPECTOR MUST NOTE DEFECTS ON CERTIFICATE OF INSPECTION
Regulation 249

A licensed electrical inspector who has inspected prescribed installation work that does not comply must complete the defects section on the certificate of inspection but is not required to record any defects in the work on the customer's copy of the certificate of inspection if the defects in the work are rectified at the time of the inspection.

**INSTALLATION WORK RESPONSIBLE PERSON MUST RETAIN A COPY OF
CERTIFICATES OF COMPLIANCE**
Regulation 254

The responsible person that issues a paper certificate of compliance must retain a copy of that certificate of compliance for 3 years.

REPORTING OF INCIDENTS
Regulation 256

If a serious electrical incident occurs, the following persons must, as soon as practicable, report all of the details of the incident within their knowledge to Energy Safe Victoria:

1. An electrical worker. who becomes aware of an incident relating to work for which that person is responsible

2. An operator of a high voltage electrical installation if the incident occurs within that electrical installation.
3. An operator of a complex electrical installation if the incident occurs within that complex electrical installation;
4. An operator of a railway if the incident is associated with that railway.
5. An operator of a small gauge railway if the incident occurs in relation to an electrical installation associated with that small gauge railway;
6. Any other installation work responsible person who becomes aware of an incident relating to work for which that person is responsible for carrying out.

INSTALLATION OF PROTECTIVE EQUIPMENT

Regulation 235

- (1) In the case of an aerial line, protective equipment must be installed—
 - (a) at, or next to, the point of supply; or
 - (b) at, or next to, any point where an unmetered consumers mains is attached to the consumer's premises; or
 - (c) at any pole to which a consumers mains is attached; or
 - (d) at the electricity supplier's pole to which a service line is connected.
- (2) In the case of an underground line, protective equipment must be installed—
 - (a) at, or next to, the point where the consumers mains is connected to the electricity supplier's supply main; or
 - (b) at, or within 3000 millimetres of, the point where the consumers mains is connected to the electricity supplier's supply main; or
 - (c) if an aerial service line has been converted to an underground line, at the point where the aerial service line was connected to the consumer's premises; or
 - (d) at or next to the electricity supplier's metering equipment located at the consumer's premises, but only if the unmetered portion of the consumers mains that runs from the property boundary to the building or structure housing the metering equipment is suitable for use underground and—
 - (i) of a double insulated construction; or
 - (ii) surrounded by a neutral screen.
- (3) In the case of electricity supplies provided directly from a substation, protective equipment must be installed within the substation.

The complete Electricity Safety (Installations) Regulations 2009 can be accessed from our web site the address is www.esv.vic.gov.au.