



Board Competency Programme Rules

EWRB Reference Number	O-R-01 Board Competency Programme Rules
Document Category: Board/Legislative/Operational	Operational
Document Type: Rule/Policy/Procedure/Reference	Rules
Responsible: Board/Registrar	Board
Publication Status: Public/Private	Public
Board Approval Date	27 May 2010 (previous approval date)
Gazette Notice Date	23 November 2011
Next Review Date	2016

Contents

1. Purpose	2
2. Rules.....	3
Application of these Rules	3
Frequency of competence programmes.....	3
Subject material for competence programmes.....	3
Cardiopulmonary resuscitation and basic first aid	3
Professional development programmes.....	3
Providers of competence programmes	3
Assessment of competence	4
Appendices.....	4
Subject material for competence programmes.....	4
Electrical Inspector.....	4
Electrician, Electrical Engineer and Electrical Installer	4
Electrical Service Technician, Electrical Appliance Serviceperson (endorsed) and Associated Tradesperson	5
Electrical Appliance Serviceperson	5
Line Mechanic and Cable Jointer	5
Schedules	5
Electricity Act 1992	5
85 Board may prescribe other registration and licensing matters	5
86 Minimum standards for registration.....	6
87 Principles guiding prescribing of registration and licensing matters.....	6

1. Purpose

- 1.1 Section 85 of the Electricity Act 1992 (“the Act”) allows the Board by notice in the Gazette to prescribe registration and licensing matters. Section 86 allows the Board to prescribe minimum standards in relation to a notice under Section 85 and Section 87 sets out the guiding principles.
- 1.2 In accordance with Sections 85, 86 and 87 the Board gave notice in the Gazette of certain requirements in relation to applications for practising licences or applications for the renewal of practising licences.
- 1.3 These rules set out those Gazetted requirements which, in accordance with the Gazette Notice, took effect from 1 February 2012.

2. Rules

Application of these Rules

- 2.1 Any person wishing to uplift a Board practising licence after 31 January 2012 must have attended a Board approved course of instruction in electrical safety and any such course must have been conducted by a Board approved competency programme provider.

Frequency of competence programmes

- 2.2 With the exception of people seeking practising licences for the line mechanic and cable jointer classes, and people who are engaged on "works", applicants for all classes of practising licences or the renewal of practising licences must attend Board approved courses of instruction in electrical safety and approved instruction in cardiopulmonary resuscitation and first aid within a period of two years immediately before the date of application.
- 2.3 In the case of people seeking practising licences for the line mechanic and cable jointer classes, or the renewal of practising licences for such classes, those people must attend Board-approved courses of instruction in electrical safety and approved instruction in first aid within a period of 14 months before the date of application and approved instruction in cardiopulmonary resuscitation within a period of seven months before the date of application.
- 2.4 In the case of people who are engaged on "works", applicants for any class of practising licence or the renewal of any practising licence must have attended Board- approved courses of instruction in electrical safety within a period of 14 months immediately before the date of application.

Subject material for competence programmes

- 2.5 The subject material of competence programmes for the Board's 10 classes of practising licences is listed in the Appendices below.

Cardiopulmonary resuscitation and basic first aid

- 2.6 All instruction in cardiopulmonary resuscitation must be provided so as to achieve the CPRL2 requirements of the New Zealand Resuscitation Council of New Zealand.
- 2.7 First aid instruction must be provided in accordance with material published by either the Red Cross of New Zealand or St John New Zealand.

Professional development programmes

- 2.8 Professional development programmes are acceptable for competence programme purposes provided the Board's above-mentioned frequency of training aspects, subject material, cardiopulmonary resuscitation and basic first aid requirements are included in any professional development programme.

Providers of competence programmes

- 2.9 Any person, company or organisation wishing to become a Board-approved provider of a competence programme must confirm that the Board's above-mentioned frequency of training aspects, subject material, cardiopulmonary resuscitation and basic first aid requirements will be satisfied.
- 2.10 Employer licence holders, or employers in general, can become Board-approved providers of competence programmes provided the Board's above-mentioned frequency of training

aspects, subject material, cardiopulmonary resuscitation and basic first aid requirements are satisfied.

- 2.11 An application from any person, company or organisation wishing to become a Board-approved provider for a competence programme must be accompanied by curriculum vitae in the case of an individual or a company/organisation profile in the case of a company/organisation.
- 2.12 Any present training provider who has previously agreed to offer training in line with the Board's practising licence refresher course requirements and whose name appears on the Board's "Training Provider" list as at 28 October 2011 will be deemed to be a Board-approved provider for competence programmes.

Assessment of competence

- 2.13 Any Board-approved provider of a competence programme must satisfy themselves of the identity of all competence programme attendees.
- 2.14 Any Board-approved provider of a competence programme must assess the competency of the attendees completing any programme in relation to the attendees' "levels of knowledge" and advise the Board whether or not each attendee has satisfactorily completed the programme.
- 2.15 Any Board-approved provider of a competence programme will be audited annually by the Board.

Appendices

Subject material for competence programmes

Electrical Inspector

The following is applicable to competence programmes for the electrical inspector practising licence class:

Subject material Supervision of trainees

Earthing requirements as listed in AS/NZS 3000

The installation, operation and testing of residual current devices (RCCB, RCBO, SRCD and PRCD)

Prospective short circuit currents

Testing and certification as listed in AS/NZS 3000, AS/NZS 3760 and the Electricity (Safety) Regulations 2010

Inspection

Electrician, Electrical Engineer and Electrical Installer

The following is applicable to competence programmes for the electrician, electrical engineer and electrical installer practising licence classes:

- Subject material
- Supervision of trainees
- Earthing requirements as listed in AS/NZS 3000
- The installation, operation and testing of residual current devices (RCCB, RCBO, SRCD and PRCD)
- Prospective short circuit currents

- Testing and certification as listed in AS/NZS 3000, AS/NZS 3760 and the Electricity (Safety) Regulations 2010

Electrical Service Technician, Electrical Appliance Serviceperson (endorsed) and Associated Tradesperson

The following is applicable to competence programmes for electrical service technician and electrical appliance serviceperson (endorsed) and associated tradesperson practising licence classes:

- Subject material
- Supervision of trainees
- Earthing requirements as listed in AS/NZS 3000
- Operation and operational testing of residual current devices (RCCB, RCBO, SRCD and PRCD)
- Prospective short circuit currents
- Testing requirements in accordance with AS/NZS 3000 and AS/NZS 3760

Electrical Appliance Serviceperson

The following subject material is applicable to competence programmes for the electrical appliance serviceperson practising licence class:

- Subject material
- Supervision of trainees
- Earthing requirements as listed in AS/NZS 3000
- The purpose, usage and operational testing of residual current devices
- Prospective short circuit currents
- Testing requirements in accordance with AS/NZS 3760

Line Mechanic and Cable Jointer

The following subject material is applicable to competence programmes for the line mechanic and cable jointer practising licence classes:

- Subject material
- Supervision of trainees
- Earthing requirements as listed in AS/NZS 3000 Testing and certification as listed in AS/NZS 3000, AS/NZS 3760 and the Electricity (Safety) Regulations 2010.

Schedules

Electricity Act 1992

85 Board may prescribe other registration and licensing matters

(1) The Board may, by notice in the *Gazette*,—

- prescribe for each class of registration the minimum standards for registration (including standards relating to required competence, qualifications, and experience) that persons must meet in order to be registered as registered persons and to be issued with practising licences; and
- prescribe for each class of registration the terms and conditions subject to which persons are registered as registered persons; and
- prescribe for each class of registration the terms and conditions subject to which practising licences are issued; and
- prescribe requirements relating to the completion of competence programmes in respect of persons who—

- (i) apply for practising licences or provisional licences; or
 - (ii) hold practising licences or provisional licences; or
 - (iii) apply for renewals of practising licences or provisional licences; and
- (e) prescribe requirements relating to competent and safe work practices and the testing of those practices; and
- (f) recognise any overseas qualification, certificate, registration, or licence as satisfying a particular minimum standard for registration (in whole or in part) if, in the opinion of the Board, that overseas qualification, certificate, registration, or licence is equivalent to, or as satisfactory as, the standard, or part of the standard, that is treated as being satisfied.
- (2) The terms and conditions referred to in subsection (1)(c) may include, for example,—
- (a) a term that authorises the person to test or certify work or to supervise work:
 - (b) a condition that requires compliance with the requirements referred to in subsection (1)(e):
 - (c) a condition that requires the person to complete a competence programme:
 - (d) a condition that imposes limitations on the circumstances in which the person may do, or assist in doing, work:
 - (e) a condition that imposes limits on the work that the person may do, or assist in doing, under the practising licence.
- (3) The Board may make arrangements with the appropriate authorities controlling the registration, licensing, or recognition of electrical workers outside New Zealand for the reciprocal recognition of registration, licences, certificates, or other evidence of proficiency in electrical work.]

86 Minimum standards for registration

- (1) A notice under section 85 may prescribe minimum standards for registration in any way the Board thinks fit, including in 1 or more of the following ways:
- (a) by requiring a degree or diploma or certificate of a stated kind recognised by the Board:
 - (b) by requiring the successful completion of a competence programme, degree, or course of studies accredited by the Board:
 - (c) by requiring a pass in a specified examination or any other assessment set by the Board or by another organisation approved by the Board:
 - (d) by reference to registration with, or a licence issued by, an overseas organisation that performs functions that correspond wholly or partly to those performed by the Board:
 - (e) by requiring experience in the provision of services of a particular kind:
 - (f) by requiring a certain level of competence.
- (2) However, the minimum standards for registration prescribed under section 85 may require a person to pass a specified examination or other assessment set by the Board only if the Board is satisfied that the person does not have a degree, diploma, or certificate of a stated kind recognised by the Board under subsection (1)(a).

87 Principles guiding prescribing of registration and licensing matters

In prescribing matters under section 84 or 85, the Board must be guided by the following principles:

- (a) the matters must be necessary to—

- (i) protect the health or safety of members of the public; or
 - (ii) promote the prevention of damage to property; or
 - (iii) promote the competency of persons who do, or assist in doing, prescribed electrical work; or
 - (iv) carry out, give effect to, or provide for a matter that is incidental to, or consequential on, the matters relating to subparagraph (i), (ii), or (iii); and
- (b) the matters may not unnecessarily restrict the registration or licensing of persons as electrical workers; and
- (c) the matters may not impose undue costs on electrical workers or on the public.