



Electrical Workers Registration Board

SAFETY | COMPETENCY | COMPLIANCE

Public Information Policy

EWRB Reference Number	O-PO-16 Public Information (revised October 2025)
Document Category: Board/Legislative/Operational	Operational
Document Type: Rule/Policy/Procedure/Reference	Policy
Responsible: Board/Registrar	Registrar
Publication Status: Public/Private	Public
Board Approval Date	October 2025
Gazette Notice Date (or N/A if not applicable)	N/A
Next Review Date	2027

Signed and dated this 29th of July 2026

Russell Keys

Presiding Member

1. Purpose

- 1.1 This policy set out the Board's policy relating to the publication of information held by the Board.
- 1.2 This policy does not cover information held by the Board in relation to the Electrical Workers Register or individual electrical workers records other than as they relate to disciplinary matters.

2. Policy

- 2.1 The Board will make available all information in its possession that electrical workers or the public should be made aware of. Publication of information will always be at the sole discretion of the Board or as required by law.
- 2.2 The Board's primary means of communicating information will be by way of:
 - (a) The Board's website at <https://www.ewrb.govt.nz/>;
 - (b) ELECTRON which is the Board's newsletter, which is sent periodically to electrical workers; or
 - (c) Direct communications by way of letter or email.
 - (d) The Board may, from time to time, also communicate via social media or professional networking platforms.
 - (e) The Board may communicate information at 'meet and greet' sessions but will ensure that this information is also communicated by other means.
- 2.3 The means of communication used will be at the Board's sole discretion.
- 2.4 This policy is subject to and conditional upon the Board's Privacy Act and Official Information Act Policies and legal obligations

3. Specific Information to be Published

Board Meetings

- 3.1 All proposed Board meeting dates will be notified to electrical workers in the ELECTRON and by way of the Board's website prior to the commencement of the year in which the meetings are to be held.
- 3.2 All Board meeting dates and locations will be notified in the Public Notice sections of the main daily newspapers in Auckland, Wellington, Christchurch and Dunedin and in the main newspaper in areas where meetings will be held no less than two weeks prior to any Board meeting.
- 3.3 Board meeting agendas will be posted on the Board's website one week prior to any Board meeting.
- 3.4 The Board's website and each issue of ELECTRON will include a notice advising that the Board's meeting agenda and meeting minutes are available, on request, from the Board.

Board Policies and Rules

- 3.5 The Board will publish those of its Policies and Rules which it has specified as available on its website.

Complaint Decisions

- 3.6 The Board may direct the Registrar to publish summaries of complaint decisions in Electron or on the Board's website from time to time.
- 3.7 Complaint hearing decisions which are not subject to Board Publication Orders prohibiting their publication may be made available on request. These will be redacted to comply with any suppression orders.

Consultation and Discussion Papers

- 3.8 Consultation and discussion papers which the Board releases will be published on the Board's website and made available by such other means as the Board directs.