



**Electrical Workers  
Registration Board**

SAFETY | COMPETENCY | COMPLIANCE

1

## Board Functions and Activities

- **Meets Monthly** – Wednesday to Friday
- **Main Functions:**
  - **Issue** registrations & licenses
  - **Promote, monitor, review** competency & safe working practices
  - **Hear** complaints & institute prosecutions - **50-60** hearings per annum and **20-30** prosecutions – fines of up to \$50K for individuals and \$250K for corporations
- **Board Delegates** most operational functions to the Registrar
- **Board Deals with** matters that fall outside of Registrar's delegation, policies and projects



**Members are appointed by and accountable to the  
Minister of Building and Construction**

2

## What the EWRB does not do!



**PROVIDE TECHNICAL ADVICE!**

3

## Free Access to Standards



- Web access provided to 90 Electrical Standards
- Via Board's Web Page or Standards Web Page
- Electrical Worker login required
- No restrictions on the number of downloads
- Always up to date



4

# EWRB Tool Box



## Access the Electrical Worker's Toolbox

The Toolbox provides practical advice on implementing standards and achieving compliant and safe results.

[View the Toolbox topics](#)

5

### Which Standards apply?

#### Topics

- What does the change to classes of registration mean to me?
- What paperwork do I need to complete?
- What tests are required?
- Is this high-risk work, and do I need an inspection?
- Which Standards apply?**
- What's changed in the Standards, regulations and codes recently?
- What should I do when I find non-compliant or unsafe work?
- What should I do if I can't complete a job?
- Where do I find authoritative answers to my questions?
- What sort of test equipment should I have?
- What should I do if the homeowner is unwilling to pay for completed work?

Print | Share

Find out which Standards apply to you and where to find them.

#### On this page

- Overview
- When to reference Standards
- How to get copies of the Standards
- Listing of relevant Standards

### Overview

Knowing which standards apply to the area of electrical work you are involved in is important. The regulations cite that certain standards that must be followed for that work to comply with the regulations and wiring rules.

For example, people involved in in-service testing and repairs of appliances should at least be familiar with and have access to Standards AS/NZS 5761, 5762 and 3760.

Inspectors, electrical engineers, electricians, electrical installers who do work, inspect or test general installations, should be familiar with and have access to the New Zealand Wiring Rules AS/NZS3000:2007.

People that do work on, or inspect, or assess, construction, medical, caravans, boats, PV solar, explosive atmospheres or other special installations have further standards they need to follow.

### How to get copies of the Standards

As a licenced electrical worker you can access many of the required electrical Standards through the web portal at no cost.



6

# Supervision Companion Guide

<https://www.ewrb.govt.nz/working-safely-and-in-compliance/supervision/>

**Download and keep the Board's Guidelines and give them to those who are supervised!**



7

## Supervision – who, what and where



Types of supervision  
 ■ = Direct ■ = Indirect ■ = Remote

**It is up to the Supervisor to determine what is the appropriate level of supervision.**

**It is not set and forget.**

**Remember the level of supervision required and the supervisor can change during a day**



8



# Competence Programmes

9

## Competence Requirements

Applicants for all classes of practising licence (including the renewal of practising licences) must have completed a Competence Programme within a period of two years immediately before the date of each application.

A Competence Programme is made up of Board-approved courses of instruction in:

- a. electrical safety; and
- b. basic first aid and cardio-pulmonary resuscitation.

A Professional Development Programme constitutes a Competence Programme if it contains a Board-approved course of instruction in:

- a. electrical safety; and
- b. basic first aid and cardio-pulmonary resuscitation.



10

## Professional Development Programmes

- Board's current Gazette Notice allows for a Competence Programme or a Board Approved Professional Development Programme
- Professional Development needs to meet Board requirements but can be adapted to meet an organisations needs.
- Provides for flexibility in training and focused relevant learning.
- Suitable for large employers or member organisations.



11

## Specific Requirements for Works Classes

- Supervision.
- 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.
- An update on changes to regulations and/or standards.



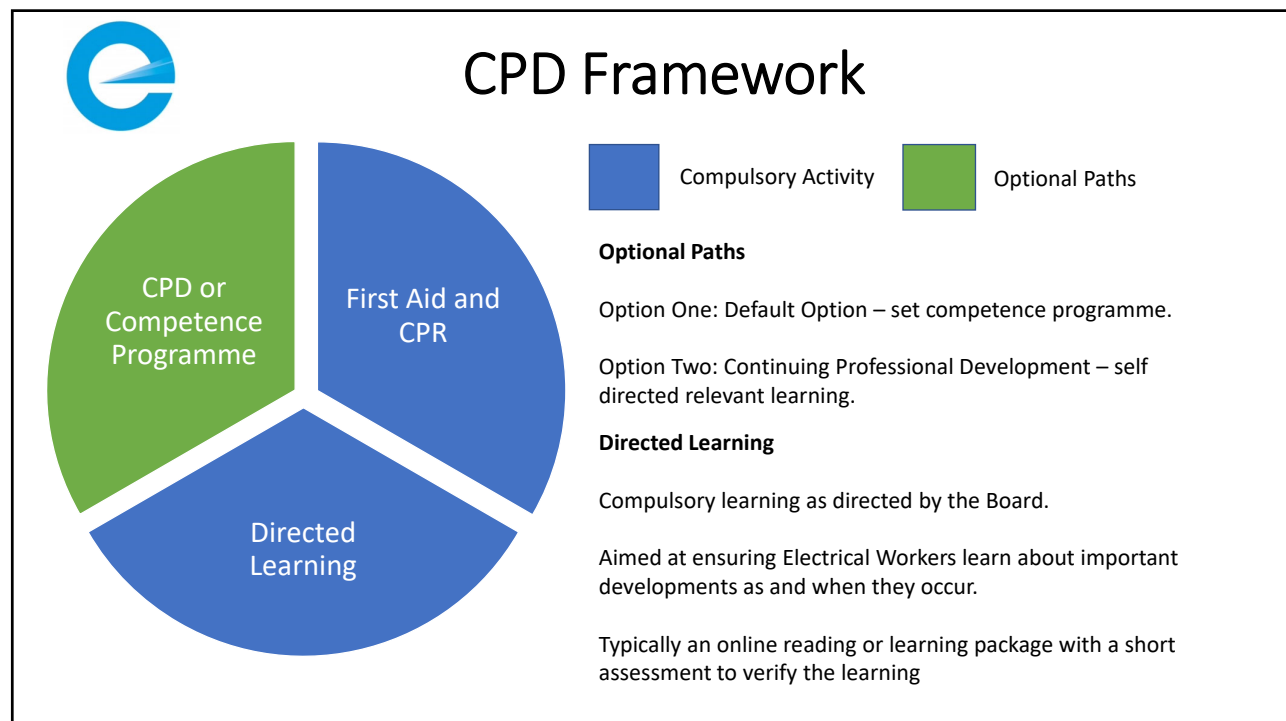
12

## Continuing Professional Development

- Options for individuals to undertake training and development that meet the individuals needs
- Promote ongoing training and development
- Align with Stepped Licensing Framework and with Endorsements



13



14



## Authorised versus Competent

15

### Authorised versus Competent

- Electrical workers are authorised to carry out all of the PEW covered by their licence class
- Authorisation does not automatically mean an electrical worker is competent to do the PEW
- Board hears complaints about negligence and incompetence – you can be held accountable for PEW you carry out which is outside your personal competency



16



## Authorised versus Competent

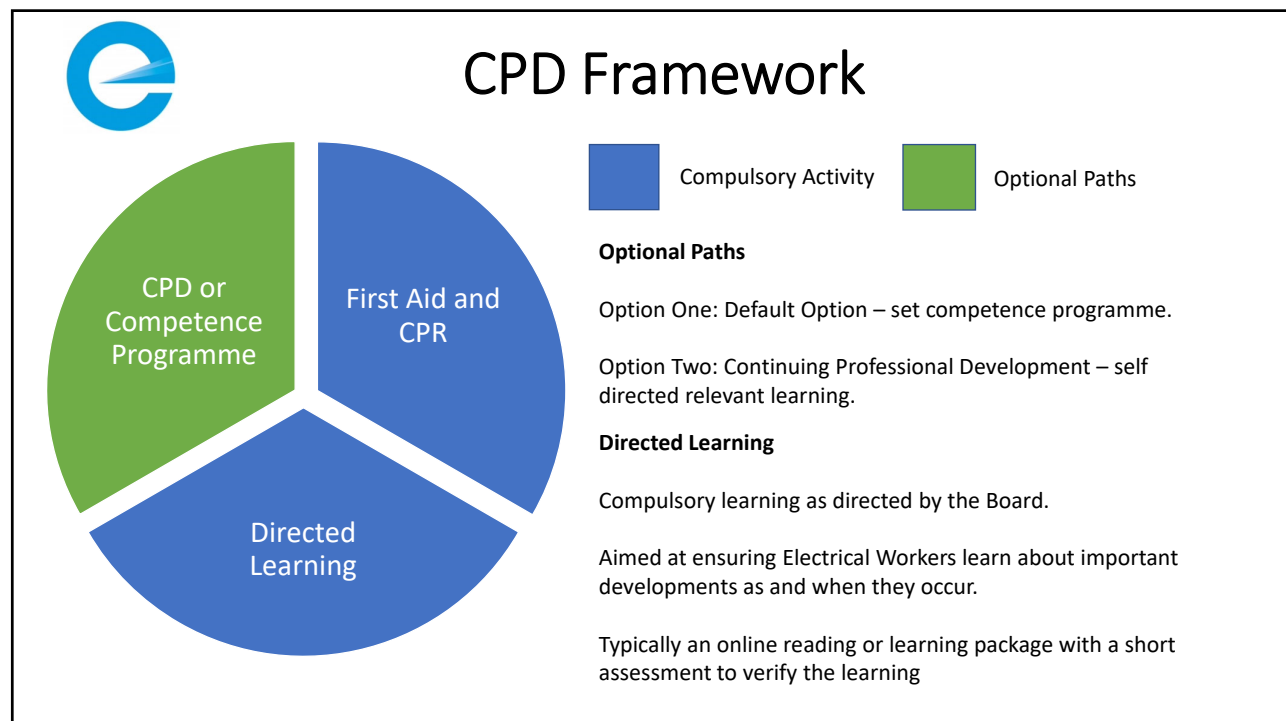
If you are not confident in your personal competence to carry out the PEW then:

- Undertake training to obtain the personal competency
- Work and learn from someone who is competent
- Get another licensed person to check
- Get it inspected by a licensed Electrical Inspector

**An Electrical Worker can also get another electrical worker to mentor them so that they can continue to learn and develop. This is different from supervision as the electrical worker is still responsible for their PEW.**



17



18



# Electricity (Safety) Regulations

19

## Part 8 – Working Practices

- Part 8 Deals with “working practices” and has specific provisions about line work
- Regulations 100, are often overlooked:
  - Regulation 100 – Safety responsibilities of person who carries out work
  - Regulation 101 - Responsibility of employers for safety of employees



20

## 100 - Safety responsibilities of person who carries out work

- (1) A person who carries out any prescribed electrical work, or any work referred to in clause 2(e) to (h) of [Schedule 1](#), must, so far as is reasonably practicable,—
  - (a) before beginning the work, check that any associated equipment and personal protective equipment to be used by that person is in good order and condition, and is safe for its intended use; and
  - (b) follow the procedures approved by the employer (if any) for the work to be carried out; and
  - (c) use the associated equipment and the personal protective equipment provided in a competent manner; and
  - (d) comply with AS/NZS 4836 or the certified design for all electrical work carried out on electrical equipment operating at low or extra-low voltage.
- (2) The responsibilities set out in this regulation of a person carrying out work are in addition to, and do not limit, the responsibilities of that person under the [Health and Safety at Work Act 2015](#).



21

## AS/NZS 4836

- AS/NZS 4836 deals with “safe working on or near low-voltage electrical installations and equipment”. It covers a wide range of safety issues that electrical workers face every day.
- Specific topics covered by AS/NZS 4836 are:
  - The principles of safe working practices
  - Recommended procedures for safe working practices
  - Principles of risk management, assessment of risk and risk management
  - Working with asbestos and PCBs
  - Working below ground level
  - Cutting cables and wiring enclosures
  - Selection and use of test equipment
  - Selection and use of personal protective equipment
  - Preservation of an incident scene



22

## Finally - Keep your head in the game!

- Avoid distractions – personal and professional
  - Electron 107 – Leyton Lindgard Sharp article
- Deal with changes, replan the approach, have an exit strategy
- Test and record and understand test results



23



**Electrical Workers  
Registration Board**  
SAFETY | COMPETENCY | COMPLIANCE

THANK YOU  
FOR  
ATTENDING

Send us your feedback to  
[meetandgreet@ewrb.govt.nz](mailto:meetandgreet@ewrb.govt.nz)

24