

# Policy

## ELECTRICAL LICENSING BOARD

### Requirements for the upgrade of an electrician's licence endorsed electrical fitting work only to an electrician's licence

#### Objective

---

This policy seeks to guide the Electrical Licensing Board (the Board), and departmental officers delegated by the Board, in making appropriate, consistent and legally valid decisions when granting the upgrade of an electrician's licence endorsed electrical fitting work only to an electrician's licence.

#### Scope

---

This policy applies to all applications made for the upgrade of an electrician's licence endorsed electrical fitting work only to an electrician's licence, in accordance with regulation 22(1) and 22(2) of the Electricity (Licensing) Regulations 1991 (the ELR).

#### Background

---

Regulation 22(1)(b) of the ELR stipulates that an electrician's licence is not to be issued to an applicant unless they have had appropriate training and practical experience in electrical installing work, as prescribed by the relevant legislation.

Furthermore, regulation 22(2) of the ELR prohibits the Board from issuing a licence to an applicant unless they have passed the assessments relevant to the kind of electrical work authorised by the licence type, unless they have been deemed exempt from this requirement by the Board.

#### Policy Principles and Implementation

---

This policy does not limit or inhibit the Board's discretion in taking a decision outside of these principles based on the individual circumstances of an applicant.

An electrician's licence endorsed electrical fitting work only can be converted to an electrician's licence when the applicant meets the following requirements:

- Has been issued a permit to carry out electrical installing work under supervision;
- Has completed 12 months on-the-job electrical installing work under supervision;
- Has successfully completed all the requirements of the Electrical Fitter upgrading to an Electrician's Licence Training Record and Logbook; and

- Has successfully completed the Electrical Trades Licensing (ETL) course; or if the ETL course has been completed successfully within the previous five years, successfully complete the Board's three-hour theory and four-hour practical electrical installing examinations at a [Board approved Registered Training Organisation](#).


## Related Documents

---

Nil

## Governance

---

Electrical Licensing Board Approval	
Meeting date: 23 January 2025	Item number: 3.5.1
Chairperson signature: 	
Next review: January 2028	