eNotice Guide (Electrical)

Table of Contents

Electrician Obligations for Electrical Installing Work

Notifiable Work refers to electrical installing work which can be defined in the Frequently Asked Questions section on the LGIRS website:
[Information for Electrical Licence Holders](#)

The below flow chart is designed to assist with the lodgement process for Notifiable Work. For Non-Notifiable Work, an Electrical Safety Certificate can be lodged as a standalone submission when required.

Notifiable Work Lodgement Process

1. Preliminary Notice (PN)

- A Preliminary Notice is required to be submitted before the proposed electrical installing work is commenced.

2. Notice of Completion (NOC)

- A Notice of Completion is required to be submitted within 3 working days of completion of the work.

3. Electrical Safety Certificate (ESC)

- An Electrical Safety Certificate is required to be submitted within 28 days of completion of the electrical work.

Types of Electrical eNotice Users

Before Notices of Completion can be lodged, each Nominee (including those who also hold an Electrical Contractor licence) must self-register in eNotice under their own Electrical Worker licence. Electrical Contractors can then set others in their company as eNotice users.

Electrical Contractors (EC)

An Electrical Contractor can register the EC licence through eNotice. Once registered, the EC can create drafts of a Preliminary Notice, Notice of Completion, and Electrical Safety Certificate as well as lodge Preliminary Notices.

User Management functions will also be available, allowing the EC to create Administration Users and specify their Types of Access, and add Electrical Workers with Authority to the EC licence. Electrical Workers with Authority can also have their Types of Access specified by the EC.

To lodge a Preliminary Notice of Electrical Safety Certificate, the Electrical Contractor must be a Nominee or have a Nominee working for the EC. Lodgement can only be done through the Nominee's EW licence.

Nominees (EW)

A Nominee can register their EW licence through eNotice. Once registered, the Nominee can create drafts of a Preliminary Notice, Notice of Completion, and Electrical Safety Certificate as well as lodge Preliminary Notices, Notices of Completion, and Electrical Safety Certificates.

NOTE: Only the Nominee for an Electrical Contractor can lodge a Notice of Completion. This must be done from the Nominee's EW licence.

Electrical Workers with Authority (EW)

An Electrical Worker can register their EW licence through eNotice. Once registered, the Electrical Worker will require permissions granted from the Electrical Contractor (or Administration User with User Management for an EC licence).

An Electrical Worker with Authority who has full permissions can create drafts of a Preliminary Notice, Notice of Completion, and Electrical Safety Certificate in addition to lodging Preliminary Notices and Electrical Safety Certificates.

Administration Users (EC)

An Administration User will need to be created and registered by the Electrical Contractor (or an existing Administration User with User Management for an EC licence). At this time, you can set permissions for the new Administration User.

An Administration User with full permissions can create drafts of a Preliminary Notice, Notice of Completion, and Electrical Safety Certificate in addition to lodging Preliminary Notices and add/manage users in User Management.

With User Management access, an Administration User can create new Administration Users or add Electrical Workers with Authority to the EC licence (including editing and deleting these users).

Process Guide

How To: Register on eNotice

1) Click Register for eNotice on the login page and accurately enter the required details for your EW or EC licence
2) Enter the Security Code sent to your registered mobile number or email address and set your password
3) Login to eNotice using your new User ID and Password

How To: Lodge for Notifiable Work

1) Create and lodge a Preliminary Notice
2) Lodge a Notice of Completion using the Preliminary Notice Number
3) Lodge an Electrical Safety Certificate using the Notice of Completion Number

How To: Lodge for Non-Notifiable Work

1) Create and lodge an Electrical Safety Certificate only

How To: Amend a Lodgement

Preliminary Notice

1) Go to Past Lodgements and click the Amend icon under a PN that has no NOC lodged
2) Select the most appropriate amendment reason
3) On the Review and Certify page, click the Edit icon for the section requiring amendment and re-lodge

Notice of Completion

1) Go to Past Lodgements and click the Amend icon under an NOC lodged within 7 days
2) Select the most appropriate amendment reason
3) On the Review and Certify page, click the Edit icon for the section requiring amendment and re-lodge

Electrical Safety Certificate

1) Go to Past Lodgements and click the Amend icon under an ESC lodged within 7 days
2) Enter the reason for amendment
3) On the Review and Certify page, click the Edit icon for the section requiring amendment and re-lodge

How To: Allow your Electrical Workers to Lodge PN and/or ESC

0) **PREREQUISITE:** EW must be registered in eNotice and provide their User ID to you
1) Login to eNotice with the eNotice User ID for a registered EC licence
2) Click "User Management" from the main menu
3) Under "Electrical Workers with Authority" click "Add New Authority"
4) Enter the registered Electrical Worker's User ID and grant permissions through Type of Access as required

eNotice Login Page

eNotice uses the same portal for multiple industries including Electricity, Gas, and Plumbing.
You can easily access eNotice by using the following shortlink: **https://esenotice.commerce.wa.gov.au/**

Welcome to eNotice
Building and Energy Division

User ID *
Licence number followed by initials
eg. GF123AB, PL123AB, EW123AB, EC123AB

Password *   Show Password

Please note that you need to register / login under each of your licences.

Login

OR

Register for eNotice

Click "Register for eNotice" if you have yet to register your Electrical Worker's licence.

Forgot Password

Help

Click "Forgot Password" if you are having issues logging in with an existing User ID. This process will allow you to set a new password for your eNotice User ID.

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First-time Registration for eNotice

Register for eNotice

Enter your Licence Number without initials at the end and no leading zeros.

The name entered must be the Electrical Worker's name associated with the Licence Number.

Licence Number *
Including letters and numbers (excluding leading zeros)
eg. GF123, PL123, EW123, EC123

EW123

Registered Email Address *

test.email@lgirs.wa.gov.au

First Name *

Alex

Surname *

Tester

Your registered email address is on file with Building and Energy Division. If this is unknown to you or is not on file with Building and Energy Division, you will not be able to perform this registration. Contact Building and Energy Division

To safeguard your details held by Building and Energy Division, you need to request a temporary security code which will be sent to you immediately upon request.

This code will be sent to your registered mobile phone number or registered email address.

Request Security Code

Back

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Your email address must match the details registered with Building and Energy under your licence. To update any of your Contact Details, you can do this online using the following link: **https://dmirs.wa.gov.au/be/changeofcontact** Alternatively, you can contact Building and Energy's Electrical Licensing team.

NOTE: Sole traders are not required to register an EC licence within eNotice as EC licences in eNotice are primarily used for managing users and staff working under the company. An NOC and ESC can only be lodged by an appropriate EW licence as outlined in User Management.

Security Code

Department of **Local Government, Industry Regulation and Safety**
GOVERNMENT OF WESTERN AUSTRALIA

Building and Energy Western Australia

The mobile number associated with your licence will receive an SMS containing a security code. Once entered in the first field, create a password containing the minimum criteria and accept the Terms & Conditions to complete registration.

Confirm eNotice Registration

Licence
▮▮▮▮▮▮▮▮

Registered Email Address
▮▮▮▮▮▮▮▮

Name
Alex Tester

A security code has been sent to ▮▮▮▮. Please enter this value below.

381181

Your password must be at least eight characters in length, contain at least one uppercase character, one lowercase character and one number.

New Password *
••••••••

Confirm New Password *
••••••••

☑ I accept the Terms & Conditions of use.

Submit

Back

NOTE: If you have no mobile number registered against your licence with Building and Energy, the security code will be sent to your registered email address instead.

eNotice Main Menu (EW Licence)

Department of Local Government, Industry Regulation and Safety
GOVERNMENT OF WESTERN AUSTRALIA

Building and Energy
Western Australia

Welcome to eNotice
Alex Tester

Licence Active - Expiry Date 27/02/2028

- Drafts (6 Items)
- New Safety Certificate
- New Preliminary Notice
- New NOC
- New Electrical eBook Entry
- Past Lodgements
- New (from existing)
- Logout
- Change Password
- My Details
- My Clients
- Help
- Contact Us

"Drafts" is only shown when you have saved drafts of incomplete lodgements.
Drafts can be useful for storing details of a job to be lodged later or for authorised users to prepare the details for the Electrical Worker or Nominee to lodge. You will need to edit or delete these drafts in order to complete or remove these jobs.

"Past Lodgements" is a record of all lodgements generated in eNotice under your licence.
You can use this to download certificates, locate outstanding jobs, continue lodgements, and amend lodgements within the permitted timeframes.

"My Clients" allows you to set up frequently used clients which can prefill details for you when lodging your Preliminary Notice, Notice of Completion, or Electrical Safety Certificate.
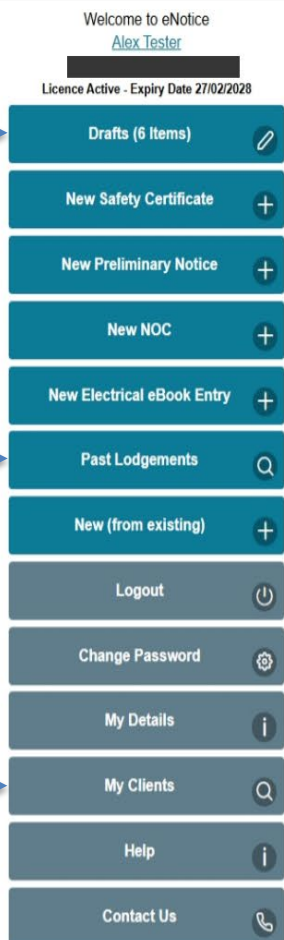
On the Main Menu, the logout button is used as an internal refresh for eNotice which can be more effective than a browser refresh.

"New Electrical eBook Entry" is only shown when you have been granted access to lodge Electronic Logbooks on behalf of an Entity. For further information, review the eNotice Electrical Logbook Guide

"New (from existing)" is used to copy details from a previously lodged Preliminary Notice or Electrical Safety Certificate to create a new PN or ESC where the property and/or work details are similar.

"My Details" is used to check the details registered under your licence with Building and Energy. If any details are incorrect, you can use "Change Contact Details" to update this online.

"User Management" is only shown in the Main Menu of a registered EC licence. This allows you to create new Administration Users under your licence who have their own login. You may also give other registered Electrical Workers authority to lodge a Preliminary Notice or Electrical Safety Certificate under the EC licence.

eNotice Main Menu (EC/IH Licence)

An EC/IH eNotice User ID cannot lodge a Notice of Completion or Electrical Safety Certificate. To lodge an NOC, this can only be done from a Nominee's User ID. To lodge an ESC, this can be done from a Nominee's User ID or the User ID of an Electrical Worker with Authority.

"Register of Licence Holders" allows you to maintain a record of Electrical Workers employed under the EC licence. This must be updated manually, however keeping this updated satisfies regulatory requirements to keep a record of employed licence holders, as per Regulation 57 of the E(L)R 1991.

"User Management" is only shown when logged into a registered EC licence. This allows you to create Administration Users under your EC licence who have their own eNotice User ID. You may also grant other registered Electrical Workers authority to lodge a Preliminary Notice or Electrical Safety Certificate under the EC licence.

Lodge Preliminary Notice

Electrical Contractor

Please select Electrical Contractor.
If Electrical Contractor is not listed, please contact Electrical Contractor to arrange authorisation to submit Notices.

○ EC200 ELECTRIC COMPANY PTY LTD

Your Job Reference

Next

Cancel

If you are authorised to lodge on behalf of multiple Electrical Contractors, a selection of Electrical Contractors will be shown. If you do not have an Electrical Contractor available to select, you will need to ensure the EC licence is current and you have authorisation to lodge a PN or ESC on the EC's behalf if you are not a Nominee (see User Management for further details).

Type of Work

Installation Energised/Connected to electricity supply? *

Was the installation previously energised/connected to the electricity supply prior to the work covered by this notice?

[Yes] [No]

Yes = Existing Electricity Supply
No = New Electricity Supply Connection

Temporary Supply? *

Was the electricity supply previously energised/connected to the installation a temporary supply (builders/construction power etc.)?

[Yes] [No]

Yes = New Electricity Supply Connection
No = Existing Electricity Supply

[Next]

[Save Draft]

[Previous]

[Cancel]

NOTE: A New Installation will require a Retailer Name and Customer Reference Number for the new account.

These questions determine whether the installation is a New Installation (first-time connection to electricity supply) or an Addition/Alteration (electrical work done on an existing electricity supply). If either of these answers indicate a New Installation, you will be required to enter Retailer Details in the Retailer Reference section of the Notice of Completion.

Meter Details

Lodge Preliminary Notice
Meter Details

Meter Number

1234567890

Reason for not providing meter number

Select... ⌄

Type of Meter installed/required

CT Metering | Direct

Next

Previous

Cancel

If the Meter Number is not known, select the most relevant option here

It is recommended to always enter the Meter Number when possible, as this will pre-fill address details automatically or flag when an incorrect address is associated with a Meter Number.

Validate Meter Number

Unable to validate meter number **1234567890**.
This may be due to a new meter installation.
Please check the entered value for typing errors.

If entered value is correct, please click **Next** to continue.
If entered value is incorrect, please click **Previous** to re-enter.

Next

Previous

If the Meter Number cannot be validated, ensure the Meter Number has been entered correctly. If all details are correct, press "Next" and enter address details manually. The Meter Number will carry over even if it cannot be validated.

Installation Location

Lodge Preliminary Notice
Location Details

Lot Number
401

Unit Number

Street Number
303

Street *
Sevenoaks St

Locality *
Queens Park

Postcode
6107

Directions – Please provide sufficient information (nearest corner, landmark etc.)

GPS Location (eg. -31.958982, 115.858458)

Next

Save Draft

Previous

Cancel

When working on a mobile installation, use the address/location where work was conducted. When using an accepted Meter Number, ensure all pre-filled address details are correct. If not, overwrite the address with the correct details.

"Directions" is used to provide further information for the address, such as nearest corner street(s) or directions if an address is difficult to locate.

"GPS Location" is used to obtain the coordinates of the installation address. When lodging your Preliminary Notice while at the site address, click the compass icon to obtain your current coordinates.

Validate Address

Validate Address

Unable to validate address provided.
Either select from list below.

303 Sevenoaks St, Cannington, WA, 6107

Or select address below.

LOT 401 303 Sevenoaks St Queens Park 6107

Previous

All addresses are validated through Landgate or Meter Numbers. If an address does not match existing records, a list of suggested addresses will be displayed in the top section. If this address is correct, you can use the validated address to automatically populate the GPS Location and ensure correct address formatting.

If the suggested addresses do not match the site address, you may select your manual entry in the bottom section to proceed with lodgement using a non-validated address.

NOTE: You will need to ensure a Postcode has been entered in the previous screen when using a non-validated address.

Lot Numbers entered in the previous screen will still be retained and carried over even if they are not displayed in the suggested address.

Network Operator

Network Operator *

○ Western Power

Reference Number
Western Power project number for network connection, meter upgrade, increasing load and OH to UG (if applicable).

Reference Number is optional and is primarily used for Project Numbers when electrical work directly affects a Network Operator (such as changing an Overhead Network Supply to an Underground Network Supply).

Electricity Retailer (only for new installations)

Retailer Name

🔍

Retailer Name = Electricity Provider (eg. Synergy)

Customer Reference Number

Customer Reference Number = Account Number

Next

Save Draft

Previous

Cancel

NOTE: Electricity Retailer details are only shown if a New Installation was previously indicated in Type of Work. While this can be left blank on the Preliminary Notice, the Notice of Completion cannot be lodged until this has been entered for New Installations. If your work is not a brand-new electricity connection, you will need to amend the details in Type of Work to reflect Addition/Alteration work instead.

Contact Details

Please enter at least one of the following contacts.

Owner/Occupier

Name

🔍 Lgirs

Phone Number

6251 0000

Email Address
Note: Owner/Occupier is **not** sent a copy of the PDF notice.

Builder/Client

Name

🔍 B1 Homes

Phone Number

9261 3131

Email Address
Note: Builder/Client is **not** sent a copy of the PDF notice.

example@b1homes.com.au

Next

Save Draft

Previous

Cancel

*You are required to enter at least one Name for Owner/Occupier or Builder/Client, along with one Contact Method (Phone Number **or** Email Address).*

NOTE: Entering an Email Address for the Owner/Occupier and/or Builder/Client will NOT provide a copy of the Preliminary Notice or Notice of Completion, however these details will be carried over when lodging an Electrical Safety Certificate with the same Notice Number.
If you wish to send the Electrical Safety Certificate manually, enter a Phone Number instead of an Email Address.

NOTE: If you frequently use the same Owner/Occupier(s) or Builder/Client(s), you can add them in the "Add New Client" page. After a client has been added, you can begin typing the client's name in the "Name" field and a suggestion of the client's name will appear below. When clicked, all saved details from the "My Clients" page will be populated.

Installation Type

For any Installation Types outside of the listed options, select "Other" and enter these details below.

Installation Type *

| Domestic | Commercial | Industrial | Mine Site |

| Construction/Demolition Site | Transportable/Mobile | Other |

If other, please provide details.

Next

Save Draft

Previous

Cancel

Details of Work

How many units / residences / tenancies are linked with this notice?

1

Voltage Level *

| High Voltage | LV CT Metering | Single Phase 240V | SWIS 480V Rural |

| Three Phase 415V |

Supply Arrangement *

| Overhead Network Supply | Underground Network Supply |

No. of Points of Supply (WAER s3.5)

Generators and Energy Sources *

Are you **installing** a Generator and/or an Energy Source? (e.g. Generator, PV, Inverter Energy System, Battery, Hydrogen)

| Yes | No |

Hazardous Areas?

| Yes | No |

If YES please provide details

| Next |

| Save Draft |

| Previous |

| Cancel |

Some sections may not be displayed depending on the [Installation Type] selected on the previous page (e.g. High Voltage, No. of Points of Supply, and Hazardous Areas will not be shown for Domestic Installations).

Details of Work Scope

Scope of work done **under this notice**.
(not including existing installation).
Enter number of altered/new items
installed by you.

Enter the Quantity for any fields which apply to the electrical work carried out.

Main Switchboards

1

Distribution Boards

3

Sub-mains

2

Final Sub-circuits

5

Other

☐ (where above categories are not relevant eg. replacement of mains connection box)

Consumer Mains? *

Yes   No

Next

Save Draft

Previous

Cancel

Installation Items

What is the calculated maximum demand (amps) for the additional load you have installed as per this notice? *

63

Consumer Mains Size (sq mm) *

16

Details of work done **under this notice**.
(not including existing installation).
Enter number of altered/new items
installed by you.

Lights

50

Socket Outlets 10A

20

Socket Outlets >= 15A

5

Cooking Appliances

6

Air Conditioners / Refrigerators

5

Water Heaters

2

Motors

Rating (kW)

RCDs

5

Smoke Alarms

10

Pool / Spa Equipment

Other Fixed Equipment

NOTE: If you selected "Yes" to Consumer Mains on the previous page, you must enter the Amps and Consumer Mains Size to proceed. Otherwise, you will be required to enter at least one installation item.

Enter the Quantity for any fields which apply to the electrical work carried out.

Next

Save Draft

Previous

Cancel

Work Description

Work Description *

Complete wiring of new commercial building.

Comments

Comments can be used to expand on any additional details relating to this lodgement, for example if you can no longer amend an NOC and need to lodge a new PN/NOC to replace this, you can enter these details here (including the previous Preliminary Notice Number).

Next

Save Draft

Previous

Cancel

General Information

Is there any electrical work for which you are not responsible? *

Yes   No

If YES, please provide details

For additions/alterations to an existing installation, it is recommended to clearly outline the details of the work you are responsible for.

Is network operator attendance at site required? *

Yes   No

If YES, please provide details

For disconnect/reconnect jobs, ensure that "Yes" is selected for Network Operator Attendance and details of the job are entered in the field below.

Next

Save Draft

Previous

Cancel

Review and Certify

Please review that all details are correct.
Use **Previous** button at bottom of page or **Edit** icon ▶ to correct.

Location of Installation

Owner/Occupier Name
Lgirs (6251 0000)
Builder/Client Name
B1 Homes (9261 3131, example@b1homes.com.au)
Meter
1234567890 (Direct)
Location
LOT 401 303 SEVENOAKS ST CANNINGTON 6107
-32.0147/054, 115.94411605

Network Operator / Retailer

Network Operator
Western Power
Electricity Retailer

Details of Completed Electrical Work

Type of Work
New Installation
Installation Type
Commercial
Voltage Level
Single Phase 240V
Supply Arrangement
Underground Network Supply
Hazardous Areas?
No
Multiple Connections
How many units / residences / tenancies are linked with this notice? 1
No. of Points of Supply (WALN s3.5)

Details of Generators and Energy Sources

Are you installing a Generator and/or an Energy Source?
No

Work Scope

Substations
Consumers Mains
Yes
Main Switchboards
1
Distribution Boards
3
Sub-mains
2
Final Sub-circuits
5
Other

Installation Items

What is the calculated maximum demand (amps) for the additional load you have installed as per this notice?
63
Consumers Mains Size (sq mm)
16
Lights - 50
Socket Outlets 10A - 20
Socket Outlets >= 15A - 5
Cooking Appliances - 6
Air Conditioners / Refrigerators - 5
Water Heaters - 2
RCDs - 5
Smoke Alarms - 10

Work Description

Work Description
Complete wiring of new commercial building.

General Information

Is there any electrical work for which you are not responsible?
No
Is network operator attendance at site required?
No

Details of Electrical Contractor / In-house electrical installer

Licence Number
Name
Company Name
Business Address
Phone Numbers

☑ I certify that this Notice has been duly completed.

A copy of the PDF notice will be sent to the following Electrical Contractor email address(es)
Note: Copies will be automatically emailed to Electrical Contractor and the Network Operator. Other copies can be sent by entering email address(es) below (separated by a comma).

Your Job Reference

Lodge Notice
Save Draft
Previous
Cancel

Once Lodge Notice has been clicked, a PDF copy of the Preliminary Notice will only be sent to the Electrical Contractor and Network Operator.

Additional email addresses not covered by the above can be entered here to receive a PDF copy of the Preliminary Notice (if multiple email addresses are entered, they must be separated by a comma).

Your Job Reference is an optional field for you to enter your own personal reference for this job.

Lodge Notice of Completion

Preliminary Notice Details

NOTE: When it is necessary to amend a NOC lodged more than 7 days prior, you can create a new NOC and select "Preliminary Notice not required".

In most circumstances, a Preliminary Notice will be required when lodging a Notice of Completion. Unless replacing a previous lodgement, it is recommended to always lodge a Preliminary Notice and use the Preliminary Notice Number to lodge a Notice of Completion and Electrical Safety Certificate for Notifiable Work.

Retailer Reference

eNotice will prefill address details from the Customer Reference Number if a valid reference is found. These details are imported from the Network Operator.

Retailer Name & Customer Reference Number are required on a NOC for New Installations. If you are not installing a first-time connection to an electricity supply, you may need to Amend the PN to reflect Addition/Alteration work in the Type of Work instead.

Retailer Name = Electricity Provider (e.g. Synergy)
Customer Reference Number = Account Number (as per the customer's electricity bills)

Certification of Electrical Installing Work

If any non-compliant Electrical issues were identified, ensure this is reported with as much detail as possible. It is recommended to also call the Network Operator and relay this information to them. If a Caller Receipt Number is provided, enter these details into this field as well.

Are you aware of any parts of the electrical installation that do not meet the requirements of the Electricity (Licensing) Regulations of 1991 or are unsafe?

Yes | No

If YES, please provide details

When selecting "No" you are confirming that a Part 1 Solution has been used and an Electrical Engineer has authorised this design and installation.

Does the installation fully comply with Part 2 of the 'Wiring Rules' (and therefore a 'Part 1 solution' has not been used)?

Yes | No

If NO, please provide details

Has the electrical installing work subject of this Notice been connected to the electricity supply?

Yes | No

If YES, please provide date installation connected and energised

This question will only be shown if "No" was selected for the previous question.

If not connected to electricity supply, is the electrical installing work subject of this notice safe and ready to be connected?

Yes | No

If NO, please provide date work completed and why it cannot be connected

Meter number 1234567890 is installed at this location.
Did you install this meter?

Yes | No

Type of connection?

Permanent | Temporary

Test Results - Optional

⬆ Upload

Drop Files Here

Note: Multiple files can be uploaded.

Switchboard Photo - Optional

⬆ Upload

Drop Files Here

Note: Multiple files can be uploaded.

This dropdown list allows you to select Electrical Workers who have previously performed work for the Electrical Contractor.

Electrical Worker

The electrical installing work subjected to this Notice has been checked and tested and found to comply with the Electricity (Licensing) Regulations 1991, by the following electrician.

Select...

Licence number (if not found in list)

EW12345

Date tested *

17/9/2025

To add an EW to the dropdown list, enter their EW Licence Number below. Once the Notice of Completion has been lodged, they will appear in this dropdown list for future use.

Next

Save Draft

Previous

Cancel

NOTE: An EW is unable to be manually removed from the dropdown list. They will automatically be removed after 6 months of inactivity.

Review and Certify

Once Lodge Notice has been clicked, a PDF copy of the Notice of Completion will only be sent to the Electrical Contractor and Network Operator.

Your Job Reference is an optional field for you to enter your own personal reference for this job.

Additional email addresses not covered by the above can be entered here to receive a PDF copy of the Notice of Completion (if multiple email addresses are entered, they must be separated by a comma).

Lodge Electrical Safety Certificate

Notice of Completion Details

Notice of Completion Number

E1425081

☐ Notice of Completion not required or not yet lodged

What is Notifiable Work

Next

Cancel

*For Notifiable Work, it is recommended to lodge the Electrical Safety Certificate **AFTER** the Notice of Completion as the Preliminary Notice, Notice of Completion, and Electrical Safety Certificate will contain the same Notice Number and be linked together for the one job. Lodging with the same Notice Number in this order will make locating jobs more convenient.*

Details of RCD Protection

All the socket outlet and lighting final subcircuits of the installation are protected by at least two RCDs?

[Yes] [No]

If NO, what circuits are not protected?

[   ]

[Next]

[Save Draft]

[Previous]

[Cancel]

While selecting an answer to this question is optional, when possible it is recommended to confirm this through the required checks and tests when carrying out electrical work and/or inspecting the safety of an electrical installation.

Defect Details

Details of any defects observed

Next

Save Draft

Previous

Cancel

If any non-compliant Electrical issues were identified, ensure this is reported with as much detail as possible. Providing these details in the ESC can be useful for informing the customer in detail of any issues which require attention and rectification.

It is suggested to also call the Network Operator and provide these details to them, particularly if the identified defects pose a risk of danger. If a Caller Receipt Number is provided, enter this as well.

Review and Certify

Once Lodge Safety Certificate has been clicked, a PDF copy of the Electrical Safety Certificate will only be sent to the Electrical Contractor and Customer/Client (if an email address has been entered in _Contact Details_).

Additional email addresses not covered by the above can be entered here to receive a PDF copy of the Notice of Completion (if multiple email addresses are entered, they must be separated by a comma).

Your Job Reference is an optional field for you to enter your own personal reference for this job.

Lodge Electrical Safety Certificate (Non-Notifiable Work – Inspection Only)

Notice of Completion

Notice of Completion Number

☑ Notice of Completion not required or not yet lodged

What is Notifiable Work

Next

Cancel

When lodging an Electrical Safety Certificate for inspection work only, this can only be done when selecting the checkbox "Notice of Completion not required or not yet lodged yet".

Electrical Contractor

Please select Electrical Contractor.
If Electrical Contractor is not listed, please contact Electrical Contractor to arrange authorisation to submit Electrical Safety Certificates.

◉ EC200 ELECTRIC COMPANY PTY LTD

Your Job Reference

[   ]

[**Next**]

[**Previous**]

[**Cancel**]

If you are authorised to lodge on behalf of multiple Electrical Contractors, a selection of Electrical Contractors will be shown. If you do not have an Electrical Contractor available to select, you will need to ensure the EC licence is current and you have authorisation to lodge on the EC's behalf if you are not a Nominee (see [User Management](#) *for further details).*

Type of Work

Inspection Only? *

Inspection Only?

Yes   No

Selecting "No" will take you through a similar process as the Preliminary Notice for Notifiable Work.

Next

Save Draft

Previous

Cancel

*NOTE: This question is only shown for Non-Notifiable Work and will only appear if a Notice of Completion Number was **NOT** entered.*

Meter Details

Meter Number

Reason for not providing meter number

Unmetered supply - Not connected to a network operator

If the Meter Number is not known, select the most relevant option here

Next

Previous

Cancel

It is recommended to always enter the Meter Number when possible, as this will pre-fill address details automatically or flag when an incorrect address is associated with a Meter Number.

Location Details

Lodge Electrical Safety Certificate
Location Details

Lot Number

Unit Number

Street Number
100

Street *
Plain St

Locality *
Perth

Postcode
6004

Directions – Please provide sufficient information (nearest corner, landmark etc.)

GPS Location (eg. -31.958982, 115.858458)

Next

Save Draft

Previous

Cancel

When working on a mobile installation, use the address/location where work was conducted. When using an accepted Meter Number, ensure all pre-filled address details are correct. If not, overwrite the address with the correct details.

"Directions" is used to provide further information for the address, such as nearest corner street(s) or directions if an address is difficult to locate.

"GPS Location" is used to obtain the coordinates of the installation address. When lodging your Electrical Safety Certificate while at the site address, click the compass icon to obtain your current coordinates.

Validate Address

Unable to validate address provided.
Either select from list below.

All addresses are validated through Landgate or Meter Numbers. If an address does not match existing records, a list of suggested addresses will be displayed in the top section. If this address is correct, you can use the validated address to automatically populate the GPS Location and ensure correct address formatting.

Level 1, 100 Plain St, East Perth, WA, 6004

Level 2, 100 Plain St, East Perth, WA, 6004

Level 3, 100 Plain St, East Perth, WA, 6004

Level 4, 100 Plain St, East Perth, WA, 6004

Level 5, 100 Plain St, East Perth, WA, 6004

Level 6, 100 Plain St, East Perth, WA, 6004

Level 7, 100 Plain St, East Perth, WA, 6004

Level 8, 100 Plain St, East Perth, WA, 6004

Level 9, 100 Plain St, East Perth, WA, 6004

Level 10, 100 Plain St, East Perth, WA, 6004

Level 11, 100 Plain St, East Perth, WA, 6004

100 Plain St, East Perth, WA, 6004

Or select address below.

100 Plain St Perth 6004

Previous

If the suggested addresses do not match the site address, you may select your manual entry in the bottom section to proceed with lodgement using a non-validated address.

NOTE: You will need to ensure a Postcode has been entered in the previous screen when using a non-validated address.

Lot Numbers entered in the previous screen will still be retained and carried over even if they are not displayed in the suggested address.

Contact Details

Please enter at least one of the following contacts.

Owner/Occupier

Name

🔍 Lgirs

Phone Number

6251 0000

Email Address
Note: This email address will be used to send a copy of the PDF notice.

Builder/Client

Name

🔍 B1 Homes

Phone Number

9261 3131

Email Address
Note: This email address will be used to send a copy of the PDF notice.

example@b1homes.com.au

*You are required to enter at least one Name for Owner/Occupier or Builder/Client, along with one Contact Method (Phone Number **or** Email Address).*

NOTE: Entering an Email Address for the Owner/Occupier and/or Builder/Client will automatically provide them with a copy of the Electrical Safety Certificate once lodged. If you wish to send the Electrical Safety Certificate manually, enter a Phone Number instead of an Email Address.

Next

Save Draft

Previous

Cancel

NOTE: If you frequently use the same Owner/Occupier(s) or Builder/Client(s), you can add them in the "Add New Client" page. After a client has been added, you can begin typing the client's name in the "Name" field and a suggestion of the client's name will appear below. When clicked, all saved details from the "My Clients" page will be populated.

Details of Work Completed

Date of Work Completion *

17/9/2025

General description of the work
Please edit the standard inspection description if required

Inspected installation to confirm a minimum of two RCDs protecting all socket outlets and lighting points and smoke alarms are installed in accordance with the WA Building Regulations.

Next

Save Draft

Previous

Cancel

This page is only shown for Non-Notifiable Work and when "Inspection Only" was selected in <u>Type of Work</u>.
If "Inspection Only" was **NOT** *selected, this page will also require Installation Items to be entered.*

Details of RCD Protection

All the socket outlet and lighting final subcircuits of the installation are protected by at least two RCDs? *

Yes | No

If NO, what circuits are not protected?

Mains powered smoke alarm(s) are installed? *

Yes | No

If NO, what smoke alarms exist?

Do smoke alarms comply with WA Building Regulations? *

Yes | No | Not Sure

If NO/NOT SURE, please enter comments.

Questions relating to Smoke Alarms will only be displayed when "Inspection Only" has been selected in the Type of Work.

Next

Save Draft

Previous

Cancel

Defect Details

Details of any defects observed

Exterior power outlet has not been weather protected.

Next

Save Draft

Previous

Cancel

If any non-compliant Electrical issues were identified, ensure this is reported with as much detail as possible. Providing these details in the ESC can be useful for informing the customer in detail of any issues which require attention and rectification.

It is suggested to also call the Network Operator and provide these details to them, particularly if the identified defects pose a risk of danger. If a Caller Receipt Number is provided, enter this as well.

Review and Certify

Please review that all details are correct.
Use **Previous** button at bottom of page or **Edit** icon to correct.

Installation Details

Owner/Occupier Name
Lgirs (6251 0000)

Builder/Client Name
B1 Homes (9261 3131, example@b1homes.com.au)

Meter
Unmetered supply - Not connected to a network operator

Location
100 PLAIN ST EAST PERTH 6004
-31.96050406, 115.87539567

Work Type
Inspection Only

Date of Work Completion
17/9/2025

Details of Work Completed

General description of the work
Inspected installation to confirm a minimum of two RCDs protecting all socket outlets and lighting points and smoke alarms are installed in accordance with the WA Building Regulations.

Details of RCD Protection

All the socket outlet and lighting final subcircuits of the installation are protected by at least two RCDs?
Yes

Details of Smoke Alarms

Mains powered smoke alarm(s) are installed?
Yes

Do smoke alarms comply with WA Building Regulations?
Yes

Details of any defects observed

Exterior power outlet has not been weather protected.

Electrical Worker Details

Licence Number

Name

Electrical Contractor Details

Licence Number

Name

Company Name

Business Address

Phone Numbers

☑ I certify that I have inspected the electrical installation that is subject of this certificate, with the findings provided.

A copy of the PDF notice will be sent to the following Electrical Contractor email address(es)
Note: Copies will be automatically emailed to Electrical Contractor and the Customer (provided email address has been provided). Other copies can be sent by entering email address(es) below (separated by a comma).

Your Job Reference

[Lodge Safety Certificate]

[Save Draft]

[Previous]

[Cancel]

*Once Lodge Safety Certificate has been clicked, a PDF copy of the Electrical Safety Certificate will only be sent to the Electrical Contractor and Customer/Client (if an email address has been entered in **Contact Details**).*

Additional email addresses not covered by the above can be entered here to receive a PDF copy of the Notice of Completion (if multiple email addresses are entered, they must be separated by a comma).

Your Job Reference is an optional field for you to enter your own personal reference for this job.

New (from existing)

New (from existing)

Please enter a previous Notice/Certificate Number.
The details of the previous notice/certificate will be used as the basis for a **new** notice/certificate.
Review and input **new** notice/certificate details as required.
Note, this is not intended to cancel or amend a notice/certificate.

- Preliminary Notice
- Safety Certificate

Notice/Certificate Number *

E1425081

Next

Back to Main Menu

New (from existing) uses a previously lodged Preliminary Notice or Electrical Safety Certificate as a template for a new PN or ESC. All details entered in the original lodgement will be carried over to the new PN or ESC and can be modified. This can be useful if you are working on the same site or entering multiple jobs with similar details.

Past Lodgements

Search Criteria

Past lodgements can be retrieved by entering any of the following input fields, then use **Search** button to retrieve.

Search Criteria ⊖

☑ **Show Only Last 6 Months**

☐ PN Without NOC

☐ NOC Without ESC

Notice/Certificate Number

Date Lodged From

Date Lodged To

Lodged By

Location Address / Meter Number

Contact Name

Your Reference

Lodgement Type

All ⌄

☐ Show Only Hidden

Search

"PN Without NOC" lists all Preliminary Notices where a Notice of Completion has not been lodged.

"NOC Without ESC" lists all Notices of Completion where an Electrical Safety Certificate has not been lodged.

NOTE: This will only check whether an ESC has been lodged under the same Notice Number as an NOC. If the ESC has been lodged under a separate Notice Number, eNotice will not be able to verify this.

"Show Only Hidden" displays any jobs which have been previously hidden after using Hide ⊗ underneath a lodgement.

NOTE: When using filters under Search Criteria, it is recommended to enter minimal details. For example, only enter the Notice Number __or__ only enter part of the Location Address.

Result Listings

Past lodgements can be retrieved by entering any of the following input fields, then use **Search** button to retrieve.

Search Criteria ⊕

Use **Download** icon to immediately get another PDF copy of lodgement.

Use **Send Copy** icon to get emailed another PDF copy of lodgement.

Use **Create** icon to create NOC from PN or ESC from NOC.

Use **Amend** icon to amend a lodgement.

Use **Hide** icon to hide lodgement from search results.

Amended Safety Certificate E1425081-1 (Processed) -

New Installation (Lights, Socket Outlets 10A, Socket Outlets >= 15A, Cooking Appliances, Air Conditioners / Refrigerators, Water Heaters, RCDs, Smoke Alarms)
LOT 401 303 SEVENOAKS ST CANNINGTON (1234567890)
Lgirs, B1 Homes
Work Completed 17/09/2025

Lodged by Alex Tester on 17/09/2025 05:15 PM

Safety Certificate E1425082 (Processed) -

Inspection Only
100 PLAIN ST EAST PERTH
Lgirs, B1 Homes
Work Completed 17/09/2025

Lodged by Alex Tester on 17/09/2025 05:14 PM

Safety Certificate E1425081 (Processed) -

AMENDED
New Installation (Lights, Socket Outlets 10A, Socket Outlets >= 15A, Cooking Appliances, Air Conditioners / Refrigerators, Water Heaters, RCDs, Smoke Alarms)
LOT 401 303 SEVENOAKS ST CANNINGTON (1234567890)
Lgirs, B1 Homes
Work Completed 17/09/2025

Lodged by Alex Tester on 17/09/2025 04:32 PM

Notice of Completion E1425081 (Processed) -

New Installation (Lights, Socket Outlets 10A, Socket Outlets >= 15A, Cooking Appliances, Air Conditioners / Refrigerators, Water Heaters, RCDs, Smoke Alarms)
LOT 401 303 SEVENOAKS ST CANNINGTON (1234567890)
Lgirs, B1 Homes
Work Completed 17/09/2025

Lodged by Alex Tester on 17/09/2025 04:16 PM

Preliminary Notice E1425081 (Processed) -

New Installation (Lights, Socket Outlets 10A, Socket Outlets >= 15A, Cooking Appliances, Air Conditioners / Refrigerators, Water Heaters, RCDs, Smoke Alarms)
LOT 401 303 SEVENOAKS ST CANNINGTON (1234567890)
Lgirs, B1 Homes
Work Completed 17/09/2025

Lodged by Alex Tester on 17/09/2025 03:26 PM

5 records found.

Show Search Criteria

Download Results

Back to Main Menu

Download downloads a PDF copy of the lodgement directly to your device.

Send Copy sends an email with a PDF copy of the lodgement (or draft) to the specified recipient.

Create only appears under a Preliminary Notice without a Notice of Completion or a Notice of Completion without an Electrical Safety Certificate and jumps to the next stage of submission required.

Amend allows you to amend any details of a Notice of Completion which has been lodged up to 7 days prior.

Hide keeps any irrelevant lodgements from appearing in your Past Lodgements.
(e.g. Jobs lodged in error).

Unhide replaces Hide when searching with "Show Only Hidden" and can restore hidden lodgements.

NOTE: If you don't see Create under a processed Preliminary Notice or Notice of Completion and have not lodged the following certificate, you may need to check your Drafts for a saved draft under this Notice Number.

NOTE: If you don't see a record for works you have lodged, you may have used Hide previously. Use the "Show Only Hidden" checkbox in the Search Criteria to double-check for any hidden jobs.

Amendment (Preliminary Notice)

You are only able to amend a Preliminary Notice until a Notice of Completion has been lodged under the same Notice Number. There are no limitations on amendments for a PN without an NOC, however once the NOC has been lodged, you will be unable to amend a PN.

Lodged Preliminary Notices are legal documents. However, an Electrical Contractor may need to legitimately amend a Preliminary Notice in some circumstances to ensure compliance.

Reason for amendment? *

- Correction of installation address / customer details
- Correction of installation type / details
- Correction of meter number / retailer reference
- Correction of network operator attendance
- Correction of network operator reference
- Correction of significant load change
- Created in error
- Duplicate (please provide other notice number)
- Work not proceeding
- Other

If OTHER, please provide description

[   ]

Comments

[   ]

The details of this previously lodged notice will be used as the basis for a new (amended) notice.
Review and amend details for the new notice as required.

Next

Cancel

When amending a Preliminary Notice before a Notice of Completion is lodged, ensure that you select the most appropriate reason for amendment and enter suitable comments.

NOTE: When changing the questions from Type of Work to reflect Addition/Alteration work, you can select "Correction of Installation Type/Details" and click on Edit next to Type of Work in Review and Certify.

Amendment (Notice of Completion)

Lodge Notice of Completion E1425081-1
Amendment

You are only able to amend a Notice of Completion within 7 days of lodgement. After this period, you will need to create a new Notice of Completion or Safety Certificate and enter details (including the original Notice Number) in the Comments section of [Work Description](#).

Lodged Notices of Completion are legal documents. However, an Electrical Contractor may need to legitimately amend a Notice of Completion in some circumstances to ensure compliance.
Amendment of a Notice of Completion is only possible within 7 days of the original lodgement. Beyond this date, a new Notice of Completion needs to be lodged.

When amending a Notice of Completion within the 7-day period, ensure that you select the most appropriate reason for amendment and enter suitable comments.

Reason for amendment? *

- ◯ Correction of compliance statements
- ◯ Correction of date of completion of work
- ◯ Correction of electrical worker details
- ◯ Correction of installation address / customer details
- ◯ Correction of installation type / details
- ◯ Correction of meter number / retailer reference
- ◯ Correction of network operator attendance
- ◯ Correction of network operator reference
- ◯ Created in error
- ◯ Duplicate (please provide other notice number)
- ◯ Other

If OTHER, please provide description

Comments

The details of this previously lodged notice will be used as the basis for a new (amended) notice.
Review and amend details for the new notice as required.

Next

Cancel

NOTE: For lodgements made in error (e.g. Submitted prior to works being complete and the Completion Date will not be known within the 7-day amendment period) you can select "Created in error" and expand on this in Comments.

Amendment (Electrical Safety Certificate)

Lodge Electrical Safety Certificate E1425081-1
Amendment

You are only able to amend an Electrical Safety Certificate within 7 days of lodgement. After this period, you will need to create a new Electrical Safety Certificate and enter details (including the original Notice Number) in the Comments section of Work Description or Details of Work Completed for Non-Notifiable Work.

Lodged Safety Certificates are legal documents. However, an Electrical Contractor may need to legitimately amend a Safety Certificate in some circumstances to ensure compliance.
Amendment of a Safety Certificate is only possible within 7 days of the original lodgement. Beyond this date, a new Safety Certificate needs to be lodged.

Reason for amendment? *

Incorrect customer details

Comments

The details of this previously lodged certificate will be used as the basis for a new (amended) certificate.
Review and amend details for the new certificate as required.

Next

Cancel

When amending an Electrical Safety Certificate within the 7-day period, ensure that you select the most appropriate reason for amendment and enter suitable comments.

NOTE: For lodgements made in error (e.g. Submitted prior to works being complete and the Completion Date will not be known within the 7-day amendment period) you can enter "Created in error" in the Reason for Amendment and expand on this in Comments.

Drafts

A draft PN/NOC/ESC can be created by any eNotice User associated with the EC licence who has the appropriate permissions. This draft carries over to the Nominee's User ID for editing and lodging. For further details, see [User Management](#).

Search Criteria

☐ Show Only Last 6 Months

Notice/Certificate Number

Location Address / Meter Number

Contact Name

Your Reference

Lodgement Type

All

[Search]

Use **Edit** icon ▶ to change draft or complete lodgement.

Use **Send Copy** icon ✉ to get a PDF copy of draft.

Use **Delete** icon ⊗ to remove draft no longer required.

Electrical eBook Entry EB368 (Draft) -
Installing Work ELR r 3(1), r 52
RTIO
2025 Roadshow
Created by Peter Tester on 28/07/2025 02:32 PM

Preliminary Notice E1425083 (Draft) -
Alteration/Addition (Lights)
303 SEVENOAKS ST CANNINGTON
Lgirs
Created by Alex Tester on 17/09/2025 05:47 PM

Notice of Completion E1425084 (Draft) -
New Installation
100 PLAIN ST EAST PERTH
Created by Alex Tester on 17/09/2025 05:48 PM

3 records found.

[Download Results]

[Back to Main Menu]

Deleting a draft will permanently remove this from eNotice. Once deleted, it cannot be recovered.

NOTE: A PN/NOC/ESC cannot be deleted once it has been lodged – it can only be amended within 7 days (except for a PN which can be amended any time until the NOC is lodged). Permanent deletion is only possible if a PN/NOC/ESC is in a Draft state.

NOTE: When using filters under Search Criteria, it is recommended to enter minimal details. For example, only enter the Notice Number **or** only enter part of the Location Address.

User Management (EC/IH Licence)

Registered Users

Types of eNotice Users Capabilities

Electrical Contractor/Administration User (EC):
Create Draft PN/NOC/ESC, Lodge PN, User Management

Nominee (EW):
Create Draft PN/NOC/ESC, Lodge PN/NOC/ESC

Electrical Worker with Authority (EW):
Create Draft PN/NOC/ESC, Lodge PN/ESC

Electrical Workers with Authority to lodge a PN/ESC on behalf of the EC will be listed here. You can only add existing eNotice User IDs for other Electrical Workers.

A list of eNotice Users registered under this licence will be listed here with their permissions. Click Edit to update a user's details or permissions.

A list of Electrical Workers with Logbook Access will be listed here (when applicable) with their permissions. Click Edit to update a user's details or permissions.

The User ID for an eNotice login is determined by the licence number it's created under, followed by the initials of a user's first name and surname.

Adding/Changing the Management Representatives or Nominees must be done through Building and Energy's Licensing section and may incur additional fees. Deleting a Management Representative/Nominee cannot be reversed.

Delete ⊗ is only shown for additional Administration Users or Electrical Workers; the Electrical Contractor's User ID cannot be deleted. This can be used to remove any User IDs which are no longer required.

NOTE: Recreating an Administration User with the same initials will result in the User ID ending in "2", "3", "4" etc.

NOTE: User Management can only be accessed from an EC licence registered in eNotice.

Add New Authority

This screen allows you to provide an Electrical Worker with access to create drafts or submit lodgements for your contractor licence.

The Electrical Worker must have registered as an eNotice user.

User ID (eg. EW1234AB)

EW1234AB

Type of Access *

☑ Create Draft

☑ Lodge Preliminary Notice

☑ Lodge Safety Certificate

Save

Back

An Electrical Worker with Authority must have their own eNotice User ID for their EW Licence to be added through this method. The Type of Access can be controlled by the Electrical Contractor's User ID or other Administration Users under this EC licence with User Management access.

NOTE: An Electrical Worker with Authority cannot lodge a Notice of Completion. Only a registered Nominee for the EC licence can lodge a Notice of Completion from their EW User ID.

Add New User

User Details

First Name

Alex

Surname

Tester

Organisation Name

Email Address to send login details to *

test.email@lgirs.wa.gov.au

Type of Access

☑ User Management

☑ Create Draft

☑ Lodge Preliminary Notice

Your password must be at least eight characters in length, contain at least one uppercase character, one lowercase character and one number.

New Password *

••••••••

Confirm New Password *

••••••••

Save

Back

The email address entered here is only used to receive the eNotice registration email. This email address is not used by eNotice outside of this process.

You can control the permissions a user has by selecting any options in the Type of Access. If no options are selected, the user will be limited to Read-Only access and can only view existing Drafts and Past Lodgements.

It is recommended to have more than one Administration User registered for an EC licence. If you have a single eNotice User ID for an EC licence which nobody can access, you will need to use Forgot Password from the eNotice Login Page to reset the password. After logging in, you can create a new Administration User if required.

My Clients

Registered Clients

A list for frequently used clients can be created and managed from this page.

Enter details of clients that you regularly perform work for.
These details can be used when submitting a notice.

B1 Homes
9261 3131
example@b1homes.com.au

Collier Homes
9443 8288
example@collierhomes.com.au

COMPLETE PORTABLE
9410 7100

Dale Alcock Homes
9242 9200
example@dalealcockhomes.com.au

HOME ZONE
example@homezonebuilding.com.au

5 records found.

Add

Back to Main Menu

Once created in Add New Client, the client's saved details will populate in the Contact Details section of your Preliminary Notice, Notice of Completion, or Electrical Safety Certificate when you begin typing the client's name and click on the suggested dropdown.

Add New Client

Maintain Client

Name *
Dale Alcock Homes

Phone Number
9242 9200

Email Address
example@dalealcockhomes.com.au

Lot Number

Unit Number

Street Number
5

Street
Mary St

Locality
Como

Postcode

Save

Back

Entering an address for your client is optional and is not used by eNotice, however this may be useful for your personal records as an address book.

NOTE: While you are only required to enter a Name in this page, it is recommended to enter at least one Contact Method (Phone Number __or__ Email Address) to easily populate the minimum required Contact Details in your PN/NOC/ESC.

Register of Licence Holders

Employed Licence Holders

To view a history of past employees, select the checkbox for "Include Past Employees".

For Licence Holders who are no longer employed, click Edit 🖉 and enter an Employment End Date in *Add New Registered Licence Holder*.

For Licence Holders who have been entered in error, click Delete ⊗ to remove them from the list of Employed Licence Holders.

Add New Registered Licence Holder

For Licence Holders who do not appear in the dropdown list, enter their EW Licence Number manually. The dropdown list will only be shown if there is at least one record available to select.

Register of Licence Holders

Licence Number *
Select...

Licence Number (if not found in list)
EW12345

Employment Start Date
14/11/2025

Employment End Date

Save

Back

My Details

User Details

User ID
EW123AT

First Name *
Alex

Surname *
Tester

Save

Licence Details

Licence Number
(Active - Expiry Date 25/11/2029)

Licence Holder

Business Trading Name

Business Address

Work Phone Number

Registered Mobile Phone

Registered Email Address

Nominee For

Authority For

BHP Iron Ore
Create Accident Report, Create Incident Notification

Lodge Safety Certificate

Logbook Access

Bobby Elec Entity
Bobby Elec Logbook
Lodge Incident, Lodge Inspection and Tagging, Lodge Miscellaneous, Lodge RCD Testing, Lodge Report Unsafe/Act Contravention, Lodge Stop Use of Dangerous Equipment

RTIO
2025 Roadshow (sg12514)
Lodge Incident, Lodge Inspection and Tagging, Lodge Miscellaneous, Lodge RCD Testing, Lodge Report Unsafe/Act Contravention, Lodge Stop Use of Dangerous Equipment

RTIO
EC Major Project Metro (Stadium)
Lodge Inspection and Tagging, Lodge Miscellaneous, Lodge RCD Testing

All details under the "Licence Details" section reflect the registered details against your licence with Building and Energy.

If anything in this section is incorrect, you can update this online by clicking "Change Contact Details".

Change Contact Details

Back to Main Menu