



'A' Grade Electrical Workers Licence (New)

On Completion of Apprentice Training in the NT

Application for an Electrical Licence Following Completion of Apprenticeship.			
1. Licence Details			
Please select the licence you are applying for			
Electrical Mechanic	<input type="checkbox"/>	Electrical Linesman	<input type="checkbox"/>
Electrical Fitter	<input type="checkbox"/>	Electrical Cable jointer	<input type="checkbox"/>
2. Applicant details			
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss		
Full Name			
Date of Birth			
Current Postal address			
<input type="checkbox"/> As above or Current Residential address			
Telephone (Work)		Mobile	
Telephone (Home)		Email	
3. Colour Identification Test			
I state that I have previously undertaken a Colour Identification Test and the results of that test, have been submitted to the Board previously		Yes <input type="checkbox"/>	No <input type="checkbox"/>
I state that I have not previously undertaken a Colour Identification Test and my Colour Identification Test results are attached.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. Declaration			
I solemnly and sincerely declare that:			
1. all statements and information contained in this application are true and correct to the best of my knowledge;			
2. I have read and understood the information contained in this application and associated guidelines; and			
3. I know that it is an offence to make a declaration which is false in any material particular.			
Signature of Applicant		On (Date)	
FOR OFFICE USE ONLY			
Receipt Number:		Date:	Amount:
Received by:			

5. Supporting documents	
The following documents must be lodged with this application. Please note that incomplete applications will not be processed. Application fee is not refundable.	
Current photographic identification (copy of current driver's licence or passport)	<input type="checkbox"/>
A copy of your Notice of Completion of Training (issued by Australian Apprenticeship Centre NT)	<input type="checkbox"/>
A copy of your final academic record (issued by your RTO)	<input type="checkbox"/>
Evidence of at least 12 months practical experience in the trade work of an Electrical Mechanic (Statutory Declaration SD01 available from the Board's website) AND/OR Evidence of 12 months practical experience in the trade work of an Electrical Fitter during the apprenticeship, such as a Statutory Declaration from your employer (Form SD02), AND/OR Reference letters (detailing work undertaken and dates of employment)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
A copy of your final profile report (in colour). Refer to Publication 09 – "Electronic Profiling for Apprentices" on the Board's website, for further information.	<input type="checkbox"/>
The prescribed fee	<input type="checkbox"/>
6. Privacy Statement	
The Electrical Workers and Contractors Licensing Board complies with the Information Privacy Principles scheduled to the <i>Information Act</i> .	

7. Payment options	
<input type="checkbox"/> Cash – for lodgement over the counter only	
<input type="checkbox"/> Cheque - payable to RTM (Receiver of Territory Money)	
<input type="checkbox"/> Credit Card	
Type of card	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard
Card Number	
Expiry date	
Cardholders Name	
I hereby authorise the Territory Business Centre to debit the above credit card for the amount of	\$
Cardholders Signature	Date:
Paid on behalf of	Name of applicant
Address to which Receipt is to be sent	Mailing address of Payer

8. Lodgement options

Applications may be lodged at a Territory Business Centre near you:

Darwin

Darwin Corporate Park,
Ground Floor, Building 3
631 Stuart Highway
Berrimah NT 0828
GPO Box 9800
Darwin NT 0801
t (08) 8982 1700
f (08) 8982 1725
Toll free 1800 193 111
e territorybusinesscentre@nt.gov.au

Katherine

Shop 1, Randazzo Building
18 Katherine Terrace
Katherine
PO Box 9800
Katherine NT 0851
t (08) 8973 8180
f (08) 8973 8188
e territorybusinesscentre@nt.gov.au

Tennant Creek

Shop 2, Barkley House
Cnr Davidson and Paterson Street
Tennant Creek
PO Box 9800
Tennant Creek NT 0861
t (08) 8962 4411
f (08) 8982 1725
e territorybusinesscentre@nt.gov.au

Alice Springs

Ground Floor, The Green Well Building
50 Bath Street
Alice Springs
PO Box 9800
Alice Springs NT 0871
t (08) 8951 8524
f (08) 8951 8533
e territorybusinesscentre@nt.gov.au

Statutory Declaration Work History Summary (For evidencing on-the-job experience of a person applying for a licence as an Electrical Mechanic)	
Oaths, Affidavits and Declarations Act	
I, (name of supervisor)	
Holder of licence number	A Electrical (Unrestricted) – Electrical Mechanic
Of (Company/Business name)	
Have supervised and trained	Name of applicant
Holder of registration number	Apprentice Registration
For a period of months from/...../..... to/...../.....	
In the following types of electrical installations:	
(Print Yes or No . Ticks are not acceptable) If answering Yes , provide details of where and when such experience was gained	Yes / No
Domestic house installations	
Domestic unit installations	
Office installations	
Shop installations	
Multi story installations	
Warehouse installations	
Industrial installations	
Caravan park installations	
Mining installations	
Supply Authority infrastructure (Sub-stations, switching stations, cable jointing etc)	
Declared by (Name of Supervisor):	
Signature of Supervisor:	Date:
Signature of Witness with Name and contact details	
Declaration Page 1 of 3	

Statutory Declaration Work History Summary (For evidencing on-the-job experience of a person applying for a licence as an Electrical Mechanic)	
<i>Oaths, Affidavits and Declarations Act</i>	
Name of Applicant	
(Print Yes or No . Ticks are not acceptable.)	
Yes / No	
And has been workplace trained in the following areas:	
Accessing and interpreting information using AS3000	
Referencing other Australian Standards	
Planning electrical installation work	
Calculating maximum demands in mains, sub-mains & final sub-circuits	
Selection of cables using AS3008.1.1	
Selection of cables for final sub-circuits	
Selection of cables for mains and sub-mains	
Installation of underground cables & ducts	
Installation of conduits in concrete slabs	
Installation of cable ducting	
Installation of cable ladder	
Installation of final sub-circuit cabling	
Installation of mains and sub-mains	
Installation of fire rated cabling	
Installation of circuits in class I or II hazardous areas	
Selection of earthing conductors	
Installation of main earthing conductors	
Installation of earth electrodes	
Selection of switchboard equipment	
Selection of circuit protection devices	
Assembling of switchboards	
Installation of switchboards	
Termination of circuit protective devices	
Termination of Residual Current Devices (RCDs)	
Declared by (Name of Supervisor):	
Signature of Supervisor:	Date:
Signature of Witness with Name and contact details	
Declaration Page 2 of 3	

Statutory Declaration Work History Summary (For evidencing on-the-job experience of a person applying for a licence as an Electrical Mechanic)	
<i>Oaths, Affidavits and Declarations Act</i>	
Name of Applicant:	
(Print Yes or No . Ticks are not acceptable.)	
	Yes / No
Termination of earthing conductors at switchboards	
Termination of mains, sub-mains and final sub-circuits at switchboards	
Installation and termination of Supply Authority metering	
Assembling of electrical articles. (fans, light fittings etc)	
Termination of final sub-circuits	
Termination of earthing conductors at switchboards	
Termination of MEN connections	
Insulation testing of mains, sub-mains and final sub-circuits	
Continuity testing of mains, sub-mains and final sub-circuits	
Polarity testing of mains, sub-mains and final sub-circuits	
Testing RCDs	
Calculating Earth Loop Impedance of mains, sub-mains and final sub-circuits	
Commissioning of mains, sub-mains and final sub-circuits.	
Inspection of installations for compliance with AS 3000	
Other:	
And I make this solemn declaration by virtue of the <i>Oaths, Affidavits and Declarations Act</i> and conscientiously believing the statements contained in this declaration to be true in every particular. I acknowledge that a person wilfully making a false statement in a statutory declaration is guilty of an offence and is liable to a penalty or imprisonment, or both.	
Declared at (place)	On (date)
Signature of Supervisor	
Before me	Name of Witness with contact address or phone number
Signature of Witness	

Declaration Page 3 of 3



On Completion of Apprenticeship Training in the NT

These guidelines are provided to assist applicants who have completed apprentice training and need to apply for an electrical worker licence. Processing of a completed application along with all required supporting documents takes approximately **one month**.

Requirements:

Following successful completion of your apprentice training, you will need to apply for an electrical worker licence to authorize you to work in your chosen electrical field.

Along with Form 1, you will need to provide the following documents. Incomplete applications will not be processed.

- A copy of your Notice of Completion of Training (issued by Australian Apprenticeship Centre NT)
- A copy of your final academic record (issued by your RTO)
- Evidence of at least 12 months practical experience in the trade work of an **Electrical Mechanic** (Statutory Declaration SD01 available from the Board's website)

AND/OR

Evidence of 12 months practical experience in the trade work of an **Electrical Fitter** during the apprenticeship, such as a Statutory Declaration from your employer (Form SD02),

AND/OR

Reference letters (detailing work undertaken and dates of employment)

- A copy of your final profile report (in colour). Refer to Publication 09 – “Electronic Profiling for Apprentices” on the Board's website, for further information.
- Current photographic identification (copy of current driver's licence or passport)
- The prescribed fee

Endorsements:

A licence may be issued to a qualified person endorsed in the following trade classification/s:

- Electrical Mechanic
- Electrical Fitter
- Electrical Linesman
- Electrical Cable Jointer

Note: Other trades should use Form 1b, Application for Restricted Electrical Licence (R Grade).

Colour Identification Test:

Section 21(1)(d) of the Act provides that an application for an Electrical Workers Licence or Permit be accompanied by a statement of the results obtained in a colour identification test. A section of the Licence Application Form provides for you to state whether you have undertaken such a test and provide the results. If you cannot give the results of a test, you will be required to undertake a colour identification test. The form on the Application Form may be used, or the results may be supplied on the practitioner's letterhead.

Fees:

The application fee is prescribed and **is not refundable**.

Apprentices from Other States:

If you completed your training in any other state or territory, you cannot apply for a licence in the Northern Territory without first obtaining a licence in the state where the trade certificate was issued. Once the interstate licence has been obtained, use Form 8 – Application under Mutual Recognition to apply for a Northern Territory licence.

Expired licences:

If your licence renewal is not lodged on or before the expiry date, you are unlicensed. Please use Form 1a to re-apply for your licence. Any work performed whilst a licence is expired is unlicensed work and can result in disciplinary action by the Licensing Board.

Renewal Reminders:

Although as a courtesy, renewal reminders are sent prior to expiry, it is your responsibility to ensure your address details are correct and that a renewal form is lodged before your licence expires.

General Information:

An Electrical Workers Licence is valid for five years from the date of issue, unless suspended or cancelled.

An Electrical Workers Licence does not entitle you to contract for electrical work. A separate Contractor licence is required. A person who has held an Electrical Workers Licence Grade A, endorsed as an Electrical Mechanic for a minimum of 2 years, can be the holder of, or the nominee for, an Electrical Contractors licence. Please see Forms 4 and 5 for Contractors Licence applications.

Privacy Information:

The Electrical Workers and Contractors Licensing Board collects the information on this form, or otherwise provided by you, to process your application for a licence. Failure to provide the information in full or in part may result in your application for a licence being refused.

Some of the personal information provided by you will be made publicly available, including through the Internet, as part of a Public Register.

Any personal information provided can be accessed by you on request. If you have any queries please contact the Registrar Board on 08 8936 4079.