



CHARTER

The Electrical Safety Project is a focus group comprised of members experienced in different aspects of the electrical industry, who share a concern about safety in the electrical industry.

Purpose

The Project seeks to promote and communicate common sense and practical ideas to improve electrical installations' compliance and electrical practices and safety in our industry.

The ESP supports activities and arrangements that improve the quality, standard and safety of electrical work practices and ensure electrical installations and their components are installed, tested, commissioned, diagnosed, altered, added, repaired, replaced, removed, disconnected, reconnected, and maintained in accordance with best practice.

This includes promoting processes and practices that ensure the ongoing competency of electrical workers and safety of electrical installations for users (including the public).

We are particularly focussed on helping electrical workers, their employers and users to improve their understanding of their safety obligations in accordance with electrical legislation, the WHS Act, and any supporting regulations, standards, codes of practice and guidance advisories and resources. Also, the Project is interested in the role of regulatory bodies that administer and support electrical licensing arrangements related to such work.

We believe that the industry needs a coherent road map to facilitate proactive response to identified safety issues and to support the development and implementation of timely and effective solutions.

To improve electrical and worker safety as well as the standard of work quality, four broad initiatives have been identified as priority areas for the Project to focus on:

1. supporting electricians/employers/electrical contractors and those in training (e.g. apprentices) to meet their safety obligations;
2. supporting consumers and integrity of the electricity network;
3. promoting competency verification of electricians and assuring their continued competency over time; and
4. improving regulation of the industry.



Objectives

Our main objectives are:

- To share learnings in best practice electrical safety practices and associated arrangements within the electrical industry.
- To establish positive and constructive relationships with regulatory bodies, authorities, agencies, Australian Standards committees and employer/employee representative bodies in order to develop a common understanding of electrical safety issues and their management.
- To be recognised as a respected voice in research, and identification of implementation problems and the development of policies and strategies to improve and maintain electrical installation compliance, electrical worker quality of work and competency, and electrical safe work practices through constructive relationships with related agencies, representative bodies, training providers and training authorities.

Strategy

Our strategy, to further our objects, is to take a practical and common-sense approach to:

- Investigating safety issues in the electrical industry through discussions with industry representatives, conducting surveys and reviewing literature, including statistics generated by industry regulators.
- Developing and submitting policy papers on strategies and processes that aim to improve electrical safety and safe work practices, including:
 - advocating for an appropriate structure of regulatory authorities,
 - advocating for appropriate changes to electrical safety regulations,
 - advocating for appropriate changes to electrical safety standards, and
 - advocating for appropriate changes to interrelated training and competency standards.
- Supporting the safety of users of electrical installations by advocating for:
 - consumer education in electrical safety; and
 - RCDs to be installed in all premises' switchboard; and
 - inspection of older installations and the issuing of clearance certificates when premises/buildings are sold or leased; and
 - encouraging consumers purchasing a property and transferring the title of a building to themselves (e.g. home), to seek evidence that the electrical installation is compliant, works as intended and is safe to those expected to dwell in it; and



- one single energy regulator to protect consumers and workers on technical safety regulation and contractor and worker licensure.
- Developing and providing support resources to support electrical workers, Persons Conducting a Business or Undertaking (PCBUs), supervisors and Registered Training Organisations (RTOs) to use to maintain high standards of safety and workmanship that are easily accessible, can assist them to meet their obligations, and which they can utilise to develop their own resources.

Principles

The Project shall work actively in pursuance of its Charter supported by a secretariat.

The Project shall work closely and in consultation with key industry stakeholders to communicate its key messages and in the conduct of its advocacy, pursuant to its objectives and strategies.

The Project shall not be used as a forum for profit or financial gain by either members or guests.

The Project is an open forum to all industry stakeholders and an avenue for contributing views and ideas.

When requested, the confidentiality of matters raised or discussed within meetings shall be respected by all attendees.

The Project's Charter shall be reviewed by group members on a bi-annual basis at a specially convened meeting to confirm relevance and alignment with our purpose.

Meetings and secretariate responsibilities

- Meetings are conducted regularly, and managed pursuant to generally accepted meeting's procedures as outlined in Appendix 1 – Conducting Meetings of the ESP
- Meeting Notices, Agenda and Minutes of meetings will be maintained in accordance with Appendix 1 – Conducting Meetings of the ESP
- A Chairperson and deputy chairperson are selected in accordance with Appendix 1 – Conducting Meetings of the ESP provided the Chair and Deputy Chair do not hold the same position more than 2 years
- A Secretariat, shall support the coordination and activities of the ESP, appointed in accordance with Appendix 1 – Conducting Meetings of the ESP
- Membership of the ESP shall be maintained in accordance with Appendix 1 – Conducting Meetings of the ESP



Communication

The ESP will:

- Establish and maintain links with other allied networks
- Maintain ESP Project website to communicate information including:
 - communiques
 - position papers
 - guidance policies or advice
- Utilise other networks to promote its messages

Membership/Participants

Membership is open to:

- industry associations involving but not limited to industry members, electrical contractors and, Accredited Service Providers (ASPs);
- Electricity Supply Industry (ESI) generators and distributors including rail networks;
- Electrotechnology workers encompassing but not limited to electricians including allied specialisations/occupations (e.g. lifts, renewables, switchboards, EEHA), telecommunications and data technicians, instrumentation and control technicians, refrigeration and air conditioning technicians, engineers, paraprofessional associate engineers, electrical fitters, refrigeration and air conditioning technicians, electricity supply industry workers, electrical support workers, Electrotechnology apprentices and other allied electrical workers;
- unions in the industry, covering Electrotechnology workers listed above;
- specialist supporters including trade teachers, trainers, instructors, RTO administrators, industry practitioners and advocates;
- standards and advisory bodies;
- industry regulators including SafeWork NSW, Office of Fair Trading (OFT), Division of Resources and Energy (DRE) and other associated agencies; and
- other allied or associated industry bodies practitioners.



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Appendix 1 – Conducting Meetings of the ESP

Membership

Membership is open to those listed in the Membership/Participants section of the Charter.

Office Bearers

- Chair
- Deputy Chair
- NECA representative
- MEA representative
- ETU representative
- ETU representative
- NSW UE ITAB representatives
- Electrical Industry Safety Network representative

Note that the Chair and/or Deputy Chair may be filled from the pool of representatives.

Committee

The office bearers will form a committee. The Committee may co-opt ESP members who may contribute specialised experience.

The Committee will plan and manage the activities of the ESP including meeting agendas, organising guest speakers and managing any courses of action suggested at general meetings.

Meetings

There will be four general meetings per year, one of which will be an Annual General Meeting at which office bearers will be elected.

Meetings will provide a forum to discuss:

- safety issues in the industry, including the need for more information
- possible responses to safety issues
- regulation
- support for electrical workers and contractors to improve safety practices

ESP Charter

The Charter will be open for review and alteration at General Meetings.

** Specific details regarding the above, including meeting and management processes, pursuant to this Appendix are to be determined at a later date and updated accordingly.*