

NOTICE OF ADDITIONAL INFORMATION Required of Registered Training Organisations Issued Transcripts for *UEERL0004 - Disconnect - reconnect electrical equipment connected to low voltage (LV) installation wiring*

Registered Training Organisations (RTOs) issuing qualifications or statements of attainment that include or pertain to the Unit of Competency, ***UEERL0004 - Disconnect - reconnect electrical equipment connected to low voltage (LV) installation wiring***, must provide additional information related to the 'electrical equipment' the qualified holder of the transcript was assessed on in completing this unit.

The additional information is required for the qualified holder to be eligible to apply for the relevant specialist work category for the following licence / certificate.

- Disconnect and reconnect fixed electrical equipment
- Air Conditioning and Refrigeration

Licence or Certificate applicants are required to provide an RTO issued digital (computer generated) transcript that includes the category of 'electrical equipment' the qualified holder of the transcript was assessed on in addition to the other requirements on the application form.

The following specialist work categories of 'electrical equipment' must be indicated on the RTO issued digital transcript. Failure to do so will result in the applicant being refused a licence or certificate.

- (a) Motors
- (b) Hot Water heaters
- (c) Appliances
- (d) Air conditioning
- (e) Refrigeration

NOTE – Refrigeration and Air Conditioning (RAC):

Refrigeration and Air Conditioning (RAC) applicants - must have one of the trade qualifications approved by the Commissioner for Fair Trading, that includes having been assessed competent in two Units of Competency with the air conditioning/refrigeration equipment category confirmed on the statement of attainment transcript. That is, **[UEERL0004](#)** and **[UEERL0005](#)** - *Locate and rectify faults in low voltage (LV) electrical equipment using set procedures.*

RTO'S OBLIGATION TO ADHERE TO GOVERNMENT REGULATION REQUIREMENTS

The AQF Qualifications Issuance Policy¹, as it pertains to organisations (e.g., Registered Training Organisations [RTOs]) responsible for issuing and authenticating AQF qualifications or statements

¹ The AQF Qualifications Issuance Policy is contained in the Australian Qualifications Framework (AQF), Second Edition January 2013 (www.aqf.edu.au). The Australian Qualifications Framework (AQF), Second Edition January 2013 contains the complete set of AQF policies and objectives and information about the governing and monitoring arrangements for the AQF. That is, the national rules governing qualifications design, issuance and quality assurance in Australia.

of attainment for units of competency, provides that these organisations are required to adhere to the following issuance requirement, with respect to a government regulator's arrangements:

- **AQF qualifications** – Clause 2.2.2 (page 71): The protection of AQF qualifications requires that any issuing organisation delivering, assessing and issuing AQF qualifications adheres to any government regulatory and quality assurance arrangements for each qualification type and compliance is monitored by the relevant accrediting authority.
- **Statements of attainment** - Clause 2.5.3 (page 73): Any issuing organisation issuing statements of attainment for accredited units is required to adhere to any government regulatory and quality assurance arrangements and compliance is monitored by the relevant accrediting authority.

NSW Fair Trading requires RTOs to retain their own records on the type of 'electrical equipment' qualified holders were assessed on.

For further information refer to:

<https://www.fairtrading.nsw.gov.au/trades-and-businesses/licensing-and-qualifications/disconnection-and-reconnection-of-fixed-electrical-appliances>

<https://www.fairtrading.nsw.gov.au/trades-and-businesses/licensing-and-qualifications/air-conditioning-and-refrigeration>