



# **Application Guidelines**

## **Electrical Equipment Approval/Certification**

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## **1. APPROVAL OF ELECTRICAL EQUIPMENT**

In the interest of safety, the Electrical Regulatory Authority in each State and Territory of Australia administers uniform regulations aimed at preventing the sale of unsafe electrical equipment.

Part 4 of the Electricity Safety Act 1998 sets out the specific provisions for approval, supply and use of electrical equipment in Victoria.

The approval of electrical equipment is undertaken in Victoria by Energy Safe Victoria.

Approval is valid for a period of up to five years and is recognised by all relevant Regulatory Authorities throughout Australia, as well as New Zealand.

## **2. SPECIFICATIONS FOR SAFETY**

Standards Australia publishes a series of Standards for the purpose of testing electrical equipment to verify compliance with safety requirements.

Standards can be purchased from Standards Australia, 19-25 Raglan Street, South Melbourne 3205, Tel: 03 9693 3500, fax: 03 9696 1319, or on the internet at [www.saiglobal.com](http://www.saiglobal.com)

Most Australian Standards closely follow IEC (international) Standards with specific national variations for Australian conditions.

## **3. PRESCRIBED ELECTRICAL EQUIPMENT**

The prescribed electrical equipment listed in this guideline is prescribed by class definition, as published in the Victoria Government Gazette. It is an offence under the Act to supply or offer to supply prescribed electrical equipment, unless the equipment is approved by Energy Safe Victoria, an interstate Electrical Regulatory Authority or the New Zealand Energy Safety Service, or is certified in accordance with a prescribed method or process.

Definitions of prescribed electrical equipment and their applicable standards are listed in Australian/New Zealand Standard AS/NZS 4417.2 Appendix E2, or may be obtained from the ESV website [www.esv.vic.gov.au](http://www.esv.vic.gov.au).

The classes of prescribed electrical equipment may vary from time to time by agreement between all of the relevant Electrical Regulatory Authorities.

## **4. OTHER (NON-PRESCRIBED) ELECTRICAL EQUIPMENT**

Electrical equipment which is not prescribed may be supplied to the public without first being approved by a relevant Electrical Regulatory Authority; however, it is the responsibility of the supplier to ensure that non-prescribed electrical equipment offered to the public meets relevant minimum safety standards.

One way of ensuring that the electrical equipment meets relevant minimum safety standards is to submit the equipment on a voluntary basis for issue of a Certificate of Compliance by Energy Safe Victoria.

## **5. TYPES OF CERTIFICATES**

### **Certificate of Approval**

A certificate issued in accordance with the Electricity Safety (Equipment) Regulations 1999, for prescribed equipment that is proven to comply with the requirements of the applicable Australian Standard.

### **Certificate of Compliance**

A Certificate issued for non-prescribed equipment that is proven to comply with the requirements of the applicable Australian Standard or equivalent.

## **6. MODIFICATIONS TO EQUIPMENT**

Where modifications are made to equipment covered by a Certificate of Approval or Compliance, and it is required/desired to maintain the approval, the applicant must apply to Energy Safe Victoria to have such modifications approved.

Modification is generally considered to be a result of:

- (i) change of components, materials or equipment design,
- (ii) extension of the list of approved articles in the form of a new model or option,
- (iii) change of catalogue or model number, or
- (iv) change of manufacturer.

Approval of a modification is valid only for the remaining duration of the original approval.

Where a modification is determined to constitute a new type of equipment, application should be made for its separate approval.

## **7. APPLICATION FOR APPROVAL OR MODIFICATION**

Applications for approval / certification of equipment or modification should be lodged on line with Energy Safe Victoria and should comprise the following:

- a fully compliant test report from an approved laboratory, and
- colour Photographs that show electrical and cosmetic detail of the appliance. (you may be requested to supply a sample of the appliance)
- supporting documentation including installation and operating instructions, circuit diagrams, and materials and component lists.

## **8. RENEWAL OF CERTIFICATES**

Certificates of Approval and Compliance may be renewed without the need for further examination or testing provided that the subject equipment and the standards applicable to that equipment are unchanged from when the certificate was originally issued and that the original certificate is still current at the time of application for renewal.

Applications for the renewal of Certificate should be lodged online with Energy Safe Victoria and should comprise the following:

- the declaration by the applicant or a person authorised by the applicant stating whether or not-
- the electrical equipment has been modified since the previous certificate was issued, and
- the standards for the testing of that electrical equipment have changed since the previous certificate was issued.
- a top up test report from an approved laboratory where necessary.

## **9. TRANSFER OF CERTIFICATES**

Applications for the transfer of a Certificate should be lodged online with Energy Safe Victoria.

## **10 TEST REPORT**

The applicant must ensure that test reports or certificates submitted in support of an application:

- (i) relate to the submitted article,
- (ii) show full compliance with the current applicable safety Standard(s),
- (iii) are produced and endorsed by an approved laboratory,

CB test reports to IEC (international) standards are acceptable when their supporting CB Certificate is attached, and all published Australian national variations are included or addressed in an addendum report from an approved test laboratory.

All test reports are retained by Energy Safe Victoria on a confidential basis.

## 12. TEST LABORATORIES

Test laboratory acceptance criteria is described in AS/NZS 4417.2, and includes laboratories accredited or recognised by NATA - the (Australian) National Association of Testing Authorities or IANZ (New Zealand).

Registers of approved laboratories including those specialising in specific equipment or measurement, and recognised overseas bodies are maintained by NATA, telephone 03 93291633, facsimile 03 93265148 or website [www.nata.asn.au](http://www.nata.asn.au).

## 13. CHANGE OF PARTICULARS

Energy Safe Victoria must be advised in writing within 20 business days of any change of name or address of a certificate holder or manufacturer. This can be done using the online data base.

## 14. ASSISTANCE

Applicants who do not have access to appropriate technical expertise within their own organisation may benefit from:

- (i) obtaining the services of an approved test laboratory or electrical approvals consultant to assist in the preparation of equipment and technical information.
- (ii) seeking a written opinion from Energy Safe Victoria on specific matters of policy or interpretation.

## 15. SCHEDULE OF CHARGES

### PRESCRIBED EQUIPMENT

	Fee Cat 1	Fee Cat 2
Approval of new equipment	\$360	\$500
Approval of modification	\$218	\$320

Modification (change of marking only)	\$164
Renewal of Certificate	\$218
Transfer of Certificate	\$164

### NON-PRESCRIBED EQUIPMENT

New equipment	\$500
Modification	\$320
Modification (change of marking only)	\$164

### OTHER SERVICES

Renewal of Certificate	\$218
Transfer of Certificate	\$164

## 16. LIST OF PRESCRIBED ELECTRICAL EQUIPMENT

This list includes reference to applicable Australian Standards, however it should be noted that other Standards might also be relevant.

Safety standards are under continual review. It is recommended that you consult Standards Australia to ensure your equipment is tested to the current revision of the applicable standard.

### FEE CATEGORY OF PRESCRIBED ELECTRICAL EQUIPMENT

ARTICLE	AUSTRALIAN STANDARD	FEE CATEGORY
Appliance connector	AS/NZS 60320.1	1
Arc welding machine	AS/NZS 60974.6	2
Bayonet lampholder	AS/NZS 3117, AS/NZ 61184	1
Bayonet lampholder adaptor	AS 3119	1
Blanket	AS/NZS 60335.2.17	2
Bread toaster	AS/NZS 60335.2.9	2
Clothes dryer	AS/NZS 60335.2.11 or AS/NZS 60335.2.43	2
Control or conditioning device	AS/NZS 3197	1
Cooking appliance - portable type	AS/NZS 60335.2.9 or AS/NZS 60335.2.12 or AS/NZS 60335.2.13 or AS/NZS 60335.2.78	2
Cord extension socket	AS/NZS 3120	1
Cord-line switch	AS/NZS 3127	1
Decorative lighting outfit	AS/NZS 60598.2.20	1
Dishwashing machine	AS/NZS 60335.2.5	2
Edison screw lampholder	AS/NZS 3140, AS/NZS 60238	1
Fan	AS/NZS 60335.2.80	2
Flexible heating pad	AS/NZS 60335.2.17	2
Fluorescent lamp ballast	AS/NZS 60928 or AS/NZS 60968 or AS/NZS 61347.2.3 or AS/NZS 61347.2.8	1
Fluorescent lamp starter	AS/NZS 60155	1
Hair care appliance	AS/NZS 60335.2.23	2
Immersion Heater	AS/NZS 60335.2.55 or AS/NZS 60335.2.73 or AS/NZS 60335.2.74	2
Insect electrocutor	AS/NZS 60335.2.59	2
Inspection handlamp	AS/NZS 60598.2.8	1
Iron	AS/NZS 60335.2.3 or AS/NZS 60335.2.85	2

**FEE CATEGORY OF PRESCRIBED ELECTRICAL EQUIPMENT CONT'D**

<b>ARTICLE</b>	<b>AUSTRALIAN STANDARD</b>	<b>FEE CATEGORY</b>
Kitchen machine	AS/NZS 60335.2.14	2
Lawn care appliance	AS/NZS 60335.2.92 or AS/NZS 60335.2.91 or AS/NZS 60335.2.77	2
Liquid heating appliance	AS/NZS 60335.2.15 or AS/NZS 60335.2.98	2
Luminaire-portable type	AS/NZS 60598 series	1
Massage appliance	AS/NZS 60335.2.32	2
Microwave oven	AS/NZS 60335.2.25	2
Miniature over-current circuit breaker	AS/NZS 4898 or AS/NZS 60898.1 or AS/NZS 61009.1	1
Outlet device	AS/NZS 3105 or AS/NZS 3122	1
Plug	AS/NZS 3112	1
Power Supply or charger	AS/NZS 61558 series or AS/NZS 60950.1 or AS/NZS 60335.2.29	2
Range	AS/NZS 60335.2.6	2
Range hood	AS/NZS 60335.2.31	2
Razor/hair clipper	AS/NZS 60335.2.8	2
Refrigerating appliance	AS/NZS 60335.2.24	2
Residual current device	AS/NZS 61008.1 or AS/NZS 61009.1	1
Room heater	AS/NZS 60335.2.30 or AS/NZS 60335.2.61	2
Socket-outlet	AS/NZS 3112	1
Soldering iron	AS/NZS 60335.2.45	2
Supply flexible cord	AS/NZS 3191 or AS/NZS 60227.5 or AS/NZS 60245.4	1
Swimming pool/spa equipment	AS/NZS 60335.2.41 or AS/NZS 60335.2.60	2
Television receiver	AS/NZS 60065	2
Tool - portable type	AS/NZS 60745 series	2
Vacuum cleaner	AS/NZS 60335.2.2 or AS/NZS 60335.2.100	2
Wall switch	AS/NZS 3133	1
Washing machine	AS/NZS 60335.2.7	2
Water bed heater	AS/NZS 60335.2.66	2
Water heater	AS/NZS 60335.2.21 or AS/NZS 60335.2.35	2