



Reporting unsafe electrical installations

When electricians find an electrical installation that is unsafe, the *Occupational Licensing Act 2005* requires them to report it.

The safety issue may have come about due to defective electrical work, degradation of a previously compliant electrical installation or other works which may have made an installation non-compliant.

Electrical apprentices must report the issue to their supervisor, and electrical practitioners must inform their direct manager or the contractor's nominated manager. The other actions needed depend on the severity of the risk.

If there is an immediate risk of electric shock or fire, do the following:

1. Where possible and safe to do so, the electrician who identifies the issue should take immediate action necessary to prevent an accident. This may include disconnecting a circuit that has exposed live parts that are accessible or restricting access to that location.
2. Report the issue to the owner or person in control of the installation as soon as practicable and discuss what work is needed to either rectify the issue or make the installation safe.
3. If the owner agrees to this, perform the agreed actions. Document what you have done and provide the owner with a copy of this record. No further reporting to CBOS is required.
4. If the owner will not allow you to take action, record the identified issues in writing and provide a copy to the owner. Then report the issue to CBOS as soon as possible. Email cbos.info@justice.tas.gov.au and provide the following details:
 - a. The site address, occupant's name and contact details,
 - b. A description of the safety issue, the date it was identified and the actions you took, and
 - c. Name, licence number and contact details of the electrical practitioner who identified the issue, and of the person making the report.

If there is no immediate risk of electric shock or fire, do the following:

1. Report the issue to the owner of the installation as soon as practicable and discuss what work needs to occur.
2. If the owner agrees to this, perform the agreed actions, document what you have done and provide the owner with a copy of this record.
3. If the owner disagrees, then record the identified issues in writing and provide a copy to the owner. No further action is necessary.

Document Development History

Version	Application Date	Sections amended
1.0	July 2021	Original release
2.0	September 2022	Renamed and released as a Regulatory Guide, minor updates

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