



## Form R016: Electrician's Licence (completion of apprenticeship)

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### Checklist

**Use this checklist reminder to ensure that you complete all parts of the application and attach all necessary supporting documents.**

- A non-refundable application fee
- Registration fee for  **one year** OR  Registration fee for **five years**
- Personal and contact details completed
- Identification in accordance with the Proof of ID requirements
- Fit and Proper assessment – Fit and Proper declaration completed OR Police check attached
- Please attach proof of competency in accordance with the 'Evidence of competency' section on page 3 of the application form
- Application declaration completed

### Payment

Visit our [Building and Energy Fee Schedule](#) page for current application and registration fees.

Submit and pay for your application:

**Online**

If you are submitting this form online, you will be able to make payment using the department's payment gateway.

<https://onlineforms.dmirs.wa.gov.au/#/form/633653d0895bd82060a54c70>

**By post (or in person) using your credit card**

If you are submitting this form by post (or in person) and are making payment by credit card, you must complete the

Application Payment Form: <https://www.commerce.wa.gov.au/publications/application-payment-form-electrical> and attach it to your application.

### Enquiries Only

Telephone: (08) 6251 2000

Email (Do Not Email Form)

[electricallicensing@dmirs.wa.gov.au](mailto:electricallicensing@dmirs.wa.gov.au)

Internet: [www.dmirs.wa.gov.au/building-and-energy](http://www.dmirs.wa.gov.au/building-and-energy)

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Please ensure you have provided all required information and supporting documentation as per the application checklist. Failure to submit a complete application may result in the cancellation of your application and loss of the application fee.

### Applicant Details

Salutation:  Mr  Mrs  Ms  Other, please specify:

Family name:  First name:

Other name(s):  Date of birth:

### Residential address

**Note:** \*Required for publication on the Register. Cannot be a PO Box.

Street address:

Suburb:  State:  Postcode:

### Postal address

**Note:** A postal address is required for correspondence from the Department.

As above Street address or PO Box:

Suburb:  State:  Postcode:

### Contact details

Phone (home):  Phone (work):  Phone (mobile):\*  Email:\*

\*Required to receive courtesy renewal reminder notifications by SMS and email and other important information relevant to your registration.

### Proof of Identification

- Please attach identification in accordance with the Proof of ID requirements, available here: [www.commerce.wa.gov.au/publications/proof-identity-requirements-applicants-electrical-licence](http://www.commerce.wa.gov.au/publications/proof-identity-requirements-applicants-electrical-licence).  Attached

### Fit and Proper Assessment

- Statutory Declaration:** A person applying for an electrical workers licence is required to provide a **statutory declaration** attesting to the fact that they have not been convicted of any offences under Australian law, excluding motor traffic offences. Please use the '[Fit and Proper Statutory Declaration](#)' from our website.

or

- Australian police check:** A person who is unable to provide a statutory declaration attesting to the fact that they have not been convicted of any offences under Australian law, excluding motor traffic offences, is **required to provide an Australian police check** from the approved list of providers, available here: [www.dmirs.wa.gov.au/licensingpolicechecks](http://www.dmirs.wa.gov.au/licensingpolicechecks). The date of issue of the police check must be within three (3) months of the date you submit this application.

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### Evidence of competency

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Please attach proof of completion of apprenticeship as outlined below:

#### Electrical Mechanic apprenticeship

- A copy of your Trade Certificate endorsed Electrical Mechanic issued by the WA Department of Training and Workforce Development; **and**
  - A copy of your Certificate III in Electrotechnology Electrician issued by an approved Registered Training Organisation within the last two years; **and**
  - A letter of confirmation or a copy of the Record of Results from the Registered Training Organisation, within the last two years, confirming that the Capstone Assessment has been successfully completed. If providing a Record of Results, it must state that the units **UEENEEG105A – Verify compliance and functionality of general electrical installations OR UEEL0039 – Design, install and verify compliance and functionality of general electrical installations; and UEENEEC020B – Participate in electrical work and competency development activities OR UEECO0023 – Participate in electrical work and competency development activities** have been successfully completed.
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or

#### Engineering Tradesperson (Electrical) apprenticeship

- A copy of your Trade Certificate endorsed Engineering Tradesperson (Electrical) issued by the WA Department of Training and Workforce Development; **and**
  - A copy of your Certificate III in Engineering – Industrial Electrician issued by an approved Registered Training Organisation within the last two years; **and**
  - A letter of confirmation or a copy of the Record of Results from the Registered Training Organisation, within the last two years, confirming that the Capstone Assessment has been successfully completed. If providing a Record of Results, it must state that the units **MEM10025 – Undertake a Capstone Assessment; and MEM17003 – Assist in the provision of on the job training** have been successfully completed.
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### Declaration by applicant

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Regulation 59 of the Electricity (Licensing) Regulations 1991 makes it an offence for a person to:

- falsify any matter relating to an application;
- provide any document or other evidence in support of the application that is forged, false, fraudulent or wrongfully represented as pertaining to the applicant;
- make a false statement in this declaration; or
- give a false testimonial to any person in connection with this application.

By signing this declaration, you give consent to the Electrical Licensing Board, duly authorised officers of the Department of Mines, Industry Regulation and Safety or persons acting on behalf of the Board or the Department to make enquiries and to receive and disclose any information for the purpose of determining this application.

### Declaration

I (FULL NAME OF APPLICANT)

1. authorise the Electrical Licensing Board, the Department of Mines, Industry Regulation and Safety or persons acting on behalf of the Board or the Department to make enquiries considered necessary to assess this application. My general consent includes the specific consent to the acquisition of copies of my criminal records. I agree that the Board can use any or all information received pursuant to this authority for the purposes of the assessment or audit of this application; and
2. sincerely declare that this application is true and correct.

Signature:

Date: