

AUTOMATIC MUTUAL RECOGNITION NOTIFICATION OF AN INTERSTATE ELECTRICAL WORKER'S LICENCE

Important Note:

- ★ This form is to be used **ONLY** by a person holding a current interstate **Lineworker, Restricted Electrical Worker's Licence** or **Registered Electrical Contractor's Registration (Sole Trader Only)**, recognised under the AMR scheme, who is not permanently residing in Victoria that wishes to undertake electrical work in Victoria from an AMR participating state.
- ★ Interstate licensed **Electricians** must go to **ESVConnect** and create a user profile to check your eligibility. If you satisfy the criteria, you will be able to lodge a notification for automatic mutual recognition (AMR) of an interstate licence online.
- ★ Click here for information on AMR: <https://esv.vic.gov.au/licensing-coes/interstate-international-electrical-workers/mutual-recognition-victoria/>

Please complete this form in **BLOCK LETTERS**.

SURNAME OF APPLICANT:			
GIVEN NAME(S):			
PERMANENT RESIDENTIAL ADDRESS:			POSTCODE:
POSTAL ADDRESS (If same as above, enter 'As Above')			POSTCODE:
TELEPHONE NO:	HOME: ()	BUS: ()	
	MOBILE:		
EMAIL (mandatory):			
DATE OF BIRTH:	/ /	FOR IDENTIFICATION PURPOSES ONLY	

Please list all current interstate electrical licences that you hold (for the licence type being applied for) and attach a copy (front and back) of each licence when submitting your application:

State/Territory	Licence Type / Class	Licence number	Expiry date
Australian Capital Territory			
New South Wales			
Northern Territory			
South Australia			
Tasmania			
Western Australia			

Note for QLD electrical workers: QLD is not currently participating in AMR, therefore electrical workers (eg: holders of Restricted Electrical Worker's Licence) from QLD are not able to apply for a VIC electrical licence under AMR. However, Electricians licensed in QLD can apply for a VIC Electrician's Licence under AMR via ESVConnect as long as they reside in Victoria on a temporary basis.

For Restricted Electrical Worker's Licence holders and for Electricians who permanently reside in Victoria, please refer to the information on our website for details on how to apply for a VIC electrical licence under standard mutual recognition: <https://esv.vic.gov.au/licensing-coes/interstate-international-electrical-workers/mutual-recognition-victoria/>

PRIVACY STATEMENT

How we use and disclose your personal information

Energy Safe Victoria (ESV) is committed to protecting the privacy of your personal information in accordance with the *Privacy and Data Protection Act 2014*. We will use the personal information collected via this notification form to process this notification as required. If you provide us with information about other individuals, we rely on you to make them aware that such information will or may be provided to us as part of your notification to us. Failure to provide some or all the information requested may mean your notification cannot be appropriately processed.

In order to process your notification form appropriately, we may share the personal information in this form within ESV and with third parties in order to obtain or confirm information relevant to your form such as information about your qualifications, your criminal record, your work history, the details of any other occupational licences you hold and any disciplinary matters related to those licences.

We will also use it for ongoing purposes, such as:

- the administration and enforcement of legislation administered by Energy Safe Victoria including the *Electricity Safety Act 1998* and the regulations made under that act
- responding to complaints about electrical installation work
- providing Certificates of Electrical Safety information to your customers and the owners or occupiers of premises to which the certificates relate
- providing Certificate of Electrical Safety information to our external auditors who may carry out safety audits of the work described in the certificate
- providing information to other government agencies, including emergency services, law enforcement and security agencies, including Victoria Police if the information is reasonably required by that agency to carry out an investigative, law enforcement or regulatory function
- disclosing your licence or registration status to employers, prospective employers or members of the public who wish to check this status
- to maintain any public registers required by our regulations
- for communications purposes and to provide you with relevant updates and general information about ESV's activities and safety alerts
- prosecution or disciplinary action when we suspect that fraud or unlawful activity has been, is being or may be engaged in; and
- any other purposes required or authorised by law
- we may also disclose your personal information to our contracted service providers that help deliver our services (which may include organisations that provide archival, auditing, professional advisory, banking, mail house, delivery, call centre, information technology, research, utility and security services). We may also disclose your personal information to your authorised representatives or third parties acting on your behalf (for example, your solicitor or interpreter)
- you can request access to the personal information we hold about you at any time. We will try to give you access with as little formality as possible and without charging a fee. However, where your request is difficult or time consuming to answer, or where it involves personal information about other people, we may have to use freedom of information procedures to process the request
- if you become aware that personal information we hold about you is not accurate, complete or up-to-date, you can ask us to correct it
- if you are unhappy about the way we have handled the privacy of your personal information, you may wish to discuss your concerns with the ESV's Privacy Officer. You may complain in person, by telephone or in writing. You can also discuss your concerns directly with Privacy Victoria, which is an independent and impartial dispute resolution service.

You can write to:

The Privacy Officer
Energy Safe Victoria
PO Box 262
Collins Street West VIC 8007
Ph: 03 9203 9700

DECLARATION BY APPLICANT

I declare that the information contained in this form or attached by me to the form is true and correct to the best of my knowledge and that I have read and accept the ESV Privacy Statement.

Signed by applicant

Sign here	Date
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FORM LODGEMENT

Email completed form and supporting documentation to:

licensing@energysafe.vic.gov.au