

Continuing Professional Development

For licensed electrical workers

Policy

Introduction

The Electricity Safety (Registration and Licensing) Regulations 2020 established the authority for ESV to require Continuing Professional Development (CPD) on licence renewal for licensed electrical workers.

CPD will require licence holders to participate in training programs to ensure they maintain and extend their professional knowledge and skills, including keeping up to date with safety, regulatory, technical and other developments relevant to the electrical trade.

Definitions

The following table lists key terms used in this document and provides a definition to explain their meaning.

Key terms and definitions

Term	Definition
Continuing Professional Development	The means by which the knowledge, skills, and competence of the electrical licence holder is maintained, improved, broadened, and enhanced.
Skills Maintenance	The maintenance of existing electrical knowledge and skills; refreshed and updated to current industry requirements.
Skills Development	The development or enhancement of knowledge and skills in a new or emerging area of interest relevant to the electrical trade.

Aims of the CPD Program

The introduction of CPD for licensed electrical workers (LEWs) in Victoria aims to:

- Ensure LEW knowledge and skills remain current and relevant
- Build on LEW existing knowledge and skills
- Reduce complacency when working with electricity and increase awareness of associated risks
- Improve safety outcomes, including reduced incidents involving electric shock, arc flash, and electrically caused fatalities and fires
- Improve and reinforce safe work practices
- Increase confidence in the industry as a whole
- Encourage industry best practice
- Encourage a culture of lifelong learning
- Encourage and enable a highly skilled workforce
- Reduce competency fade; the decay of ability or adeptness over a period of time

Scope

The licence types that will require CPD are as follows:

Licence Type	Skills Maintenance	Skills Development
Electrician	✓	✓
Electrical Inspector	✓	✓
Electrician (Supervised) (ES)	✓	✓
Supervised Licence	✗	✗
Switchgear Licence	✓	✗
Restricted Electrical Licence	✓	✗
Line worker Licence	✓	✗
Occupiers Licence	✗	✗

Governance

The CPD Steering Committee will govern the development and implementation of the CPD program, including course content and the way it is to be delivered. The Committee will be comprised of industry representative organisations and relevant subject matter experts in industry based adult education.

Requirements

Licence holders subject to Skills Maintenance shall be required to complete a course of instruction as deemed by ESV. The CPD Steering Committee shall determine the course requirements, and ESV will publish the course requirements on the ESV website. The course of instruction shall not exceed eight hours. Licence holders shall be required to complete the skills maintenance course within the two (2) year period prior to applying for licence renewal.

Licence holders subject to Skills Development shall be required to complete an activity or course of instruction as deemed by ESV. The course of instruction completed for Skills Maintenance shall not contribute to Skills Development. The CPD Steering Committee shall approve activities or courses that meet the requirements for skills development, and will publish a listing of these activities and courses on the ESV website. ESV shall not require a licence holder to complete any activity or course of instruction exceeding eight hours, however licence holders may choose to complete an activity or course of instruction in excess of eight hours if they so choose. Licence holders may complete the skills development activities or course of instruction at any time within the five (5) year licence renewal cycle.

The above requirements shall apply separately for each licence class. The CPD Steering Committee shall recommend by category the requirements for multiple licence holder. ESV shall determine if individuals who hold more than one class of licence shall require separate activities or training for each licence class, or if an activity or training course may be used as the CPD requirement for more than one class of licence.

Following model development and successful trials - The skills maintenance component shall be required for licence renewal applications from 1 January 2023.

Following successful rollout of skills maintenance- The skills development component shall be required for licence renewal applications from 1 January 2028

References and related documents

Legislative references

Electricity Safety (Registration and Licensing) Regulations 2020

Related Documents

Energy Safe Victoria Continuing Professional Development Guidelines

Document control

Version	Date	Revision information	Owner	Reviewed by	Review date	Endorsed by
1.0	October 2020	Initial version	Sue Sizer	M. Williams M. Miskulin	October 2022	CPD Steering Committee