

# Contents

## **Section 1: The Industry, AS/NZS 3760 Committee and Consumer Protection**

<b>1.1 Introduction</b>	<b>1</b>
<b>1.2 Involvement in the industry</b>	<b>1</b>
1.2.1 Training providers	1
1.2.1.1 Instructors	2
1.2.2 Suppliers	2
1.2.3 Service Providers	3
1.2.4 Consumers	4
1.2.5 Standards Committee and AS/NZS 3760	4
<b>1.3 Regulatory body/watchdog to oversee and regulate industry</b>	<b>4</b>
<b>1.4 Insurance</b>	<b>5</b>
1.4.1 Public liability insurance	6
1.4.2 Professional indemnity insurance	6
<b>1.5 Conclusion</b>	<b>6</b>

## **Section 2: Domestic and Workplace Dangers**

<b>2.1 Introduction</b>	<b>7</b>
<b>2.2 Dangers in the home and workplace</b>	<b>7</b>
2.2.1 Types of dangers	8
2.2.2 How they occur	8
2.2.3 Electrical protection within your switchboard	13
<b>2.3 Home Safety Inspection (HSI) scheme</b>	<b>18</b>
<b>2.4 Conclusion</b>	<b>18</b>

## **Section 3: Testing and Tagging, Frequency, Legislation, Repairing Appliances and Construction and Demolition Sites**

<b>3.1 Introduction</b>	<b>19</b>
<b>3.2 Testing and Tagging</b>	<b>19</b>
3.2.1 What is Testing and Tagging?	19
3.2.1.1 How is Testing and Tagging Done?	19
3.2.1.2 Dangers arising from Testing and Tagging	20
3.2.2 Is Testing and Tagging mandatory?	21
3.2.2.1 Australian law	22
3.2.2.2 New Zealand law	30
3.2.3 Who is required to have Testing and Tagging carried out?	32
3.2.4 What is a Workplace?	32
3.2.5 Who can carry out the services of Testing and Tagging?	32
3.2.6 The Competent Person	33
3.2.7 The Licensed Electrician	33
3.2.8 Licensed Electrician or Electrical Inspector as competent	34
3.2.9 The Responsible Person	34

<b>3.3</b>	<b>Test frequency intervals for Testing and Tagging .....</b>	<b>35</b>
3.3.1	How often do we Test and Tag? .....	35
3.3.2	Other relevant Standards .....	36
3.3.3	Amendments to regulatory documents and AS/NZS Standards.....	36
3.3.4	Hostile environment.....	37
3.3.5	Non-hostile environment.....	37
3.3.6	Visitors out of usual working hours .....	38
<b>3.4</b>	<b>Repairing appliances .....</b>	<b>38</b>
<b>3.5</b>	<b>Construction site specifics, AS/NZS 3012:2003 and the industry standard.....</b>	<b>40</b>
3.5.1	Tradespersons to Test and Tag according to AS/NZS 3012:2003 .....	40
3.5.2	Test interval .....	40
3.5.3	Colour of compliance tags and log book requirement.....	40
3.5.4	Who can carry out the services of Testing and Tagging under the Standard? .....	41
<b>3.6</b>	<b>The holistic approach .....</b>	<b>41</b>
<b>3.7</b>	<b>Conclusion.....</b>	<b>41</b>
<b>Section 4:</b>	<b>Fundamentals of Electricity .....</b>	<b>42</b>
<b>4.1</b>	<b>Introduction .....</b>	<b>42</b>
<b>4.2</b>	<b>What is electricity?.....</b>	<b>43</b>
4.2.1	The relationship between voltage, current and resistance.....	43
4.2.2	Power .....	43
<b>4.3</b>	<b>Insulation and insulators .....</b>	<b>44</b>
<b>4.4</b>	<b>Conductors .....</b>	<b>44</b>
<b>4.5</b>	<b>Semiconductors .....</b>	<b>45</b>
<b>4.6</b>	<b>Resistance .....</b>	<b>45</b>
<b>4.7</b>	<b>Basic electron theory.....</b>	<b>45</b>
<b>4.8</b>	<b>Why current flows .....</b>	<b>46</b>
<b>4.9</b>	<b>The socket outlet.....</b>	<b>47</b>
<b>4.10</b>	<b>Colour code .....</b>	<b>48</b>
<b>4.11</b>	<b>The complete circuit of an electrical installation.....</b>	<b>49</b>
<b>4.12</b>	<b>How current flows around a circuit .....</b>	<b>50</b>
<b>4.13</b>	<b>The multiple earthed neutral link .....</b>	<b>52</b>
<b>4.14</b>	<b>How an appliance can become fatally dangerous.....</b>	<b>52</b>
<b>4.15</b>	<b>How you can become electrocuted .....</b>	<b>55</b>
<b>4.16</b>	<b>Effects on the human body - time, current and path.....</b>	<b>55</b>

4.17 DC .....	56
4.18 AC .....	57
4.19 Using insulation resistance and continuity testers.....	59
4.20 Conclusion.....	59
<b>Section 5: Visual Inspection and Testing .....</b>	<b>60</b>
<b>5.1 What electrical equipment do we Inspect, Test and Tag? .....</b>	<b>60</b>
5.1.1 Introduction .....	60
5.1.2 What electrical equipment? .....	60
5.1.3 High, Low and Extra Low Voltage.....	61
5.1.4 Conclusion.....	61
<b>5.2 Insulation and Classification of Electrical Appliances.....</b>	<b>61</b>
5.2.1 Introduction .....	62
5.2.2 Fundamentals .....	62
5.2.2.1 Single insulation .....	62
5.2.2.2 Double insulation.....	63
5.2.2.3 All insulated.....	65
5.2.2.4 Reinforced insulation.....	65
5.2.3 Classification.....	65
5.2.3.1 Class I .....	65
5.2.3.2 Class I by Construction .....	65
5.2.3.3 Class II .....	66
5.2.3.4 Class 1 laser product labelled as Class II.....	66
5.2.3.5 Class III .....	66
5.2.4 Conclusion.....	67
<b>5.3 Visual Inspection of Electrical Equipment .....</b>	<b>67</b>
5.3.1 Introduction .....	67
5.3.2 The general task itself.....	67
5.3.3 Areas to visually inspect .....	68
5.3.3.1 The plug end .....	68
5.3.3.2 The flexible supply cord.....	69
5.3.3.3 Cord entry and stress points .....	71
5.3.3.4 The socket end.....	71
5.3.3.5 The casing.....	72
5.3.3.6 The grip test .....	72
5.3.3.7 Maximum load label .....	72
5.3.3.8 Maximum load rating.....	73
5.3.3.9 Engraving.....	73
5.3.3.10 Ventilation .....	73
5.3.3.11 Rattle.....	73
5.3.3.12 Controls.....	74
5.3.3.13 Covers, guards and accessories .....	74
5.3.3.14 Safety devices.....	74
5.3.3.15 General .....	74
5.3.4 Additional manufacturer's recommendations .....	75
5.3.5 If in doubt, seek advice .....	75
5.3.6 Repaired appliances .....	75
5.3.7 Recalled appliances.....	76
5.3.8 Visually inspect before every use .....	76

5.3.9	Prescribed electrical equipment (identifying regulatory compliance markings)	76
5.3.10	Electrical appliances for reconditioning or parts recycling	77
5.3.11	Volume Testing and Tagging claims	77
5.3.12	Conclusion	77
<b>5.4</b>	<b>Earth resistance testing</b>	<b>78</b>
5.4.1	Introduction	78
5.4.2	Why earth appliances?	78
5.4.3	AS/NZS 3760:2000 versus 2001 versus 2003	79
5.4.4	Earth continuity test	80
5.4.5	Earth bond test	80
5.4.6	Earth screen test	82
5.4.7	Special case: Best Practice testing of power board EPODs	83
5.4.8	Time considerations	83
5.4.9	Old wives' tales and misinformation	84
5.4.10	Protective (safety) earth versus functional earth connections	85
5.4.11	Accuracy	85
5.4.12	Limit	85
5.4.13	Safety	86
5.4.14	No accessible earth on the appliance	86
5.4.15	Conclusion	86
<b>5.5</b>	<b>Electrical continuity testing</b>	<b>87</b>
5.5.1	Introduction	87
5.5.2	Theory: Mechanical switch and transformer input appliance	88
5.5.3	Practice: Load measurement	89
5.5.4	Practice: Electronic Switching	89
5.5.5	Conclusion	92
<b>5.6</b>	<b>Insulation resistance testing</b>	<b>93</b>
5.6.1	Introduction	93
5.6.2	Why check insulation resistance?	93
5.6.3	Test equipment	94
5.6.4	How to insulation resistance test equipment	94
5.6.5	Appliances containing mineral insulated, metal sheathed heating elements	97
5.6.6	Appliances containing metal oxide varistors	98
5.6.7	Insulation resistance testing limitations	102
5.6.8	Overcoming portable RCD testing limitations	104
5.6.9	Accuracy	105
5.6.10	Limit	105
5.6.11	Conclusion	105
<b>5.7</b>	<b>Leakage current testing</b>	<b>107</b>
5.7.1	Introduction	107
5.7.2	Case Study: AS/NZS 3760:2003 tested [Safe] appliance gives electric shock to two	108
5.7.3	Insulation resistance testing verses leakage current testing	109
5.7.4	Test equipment	109
5.7.5	How to leakage current test appliances	112
5.7.5.1	Current clamp method	113
5.7.5.2	Differential clamp meter method	115
5.7.5.3	Clamp meter and PAT/DMM method	116
5.7.5.4	Series digital multimeter method	117
5.7.5.5	Leakage current testing using a generator/inverter	119

5.7.5.6	Validating leakage current test results.....	119
5.7.6	OH&S considerations when leakage current testing .....	122
5.7.7	Touch leakage test .....	123
5.7.8	Substitute leakage test .....	124
5.7.9	Leakage current testing appliances containing MIMS heating elements ....	124
5.7.10	Leakage current testing limitations .....	124
5.7.11	Leakage current testing appliances containing MOVs.....	125
5.7.12	Leakage current testing appliances containing EMI suppression (built-in resistors).....	126
5.7.13	Accuracy.....	126
5.7.14	Limit.....	126
5.7.15	Is leakage testing enough?.....	127
5.7.16	Conclusion.....	127
<b>5.8</b>	<b>Polarity testing .....</b>	<b>129</b>
5.8.1	Introduction.....	129
5.8.2	Polarity OH&S dangers.....	131
5.8.2.1	Why not test upon introduction into service?.....	131
5.8.2.2	Additional polarity OH&S dangers!.....	132
5.8.3	Polarity testing methods .....	133
5.8.3.1	Using a DMM or IR Tester.....	133
5.8.3.2	Using a PAT .....	135
5.8.3.3	Using a typical neon polarity tester .....	136
5.8.4	Testing EPODs.....	136
5.8.4.1	Mass-produced inline EPODs .....	136
5.8.4.2	Two-Gang EPODs - commonly known as double adaptors .....	137
5.8.4.3	Racking EPODs .....	138
5.8.4.4	Construction site EPODs c/w RCD .....	139
5.8.5	Cords and EPODs containing neon lamps .....	139
5.8.6	Cords and EPODs containing active RCDs .....	139
5.8.7	A case for resistance .....	140
5.8.8	Polarity testing of appliances .....	143
5.8.9	Conclusion.....	144
<b>5.9</b>	<b>Three phase testing .....</b>	<b>145</b>
5.9.1	Introduction.....	145
5.9.2	Limitations and challenges .....	146
5.9.3	Methods of testing .....	147
5.9.4	Leakage current testing of three phase appliances .....	148
5.9.5	Future developments.....	149
5.9.6	Accuracies and limits.....	149
5.9.7	Conclusion.....	149
<b>5.10</b>	<b>Residual Current Device (RCD) testing .....</b>	<b>150</b>
5.10.1	Introduction.....	150
5.10.2	RCD types .....	153
5.10.3	Testing RCDs .....	154
5.10.3.1	Push button test .....	154
5.10.3.2	Testing: Applied current .....	155
5.10.3.3	Testing: Trip time.....	157
5.10.4	RCD operation using Class II appliances .....	158
5.10.5	RCD testers .....	160
5.10.6	Competent Persons .....	161
5.10.7	Isolation transformers .....	161
5.10.8	AS/NZS 3760 Notes .....	162

5.10.9	Limitations of RCDs .....	163
5.10.10	Best Practice recommendations for RCD testing.....	164
5.10.11	Conclusion .....	165
<b>5.11</b>	<b>Other testing .....</b>	<b>166</b>
5.11.1	Introduction .....	166
5.11.2	Flash testing .....	166
5.11.3	Ground bond testing .....	167
5.11.4	Production line safety testers.....	167
5.11.5	Hospital testing and biomedical testing.....	167
5.11.6	Microwave leakage testing .....	167
5.11.7	Polarity testing socket outlets .....	167
5.11.8	Other services for Competent Persons.....	168
5.11.9	Fault loop impedance (FLI) testing .....	169
5.11.10	Conclusion .....	175
<b>Section 6:</b>	<b>Problem Appliances, Hints and Tips .....</b>	<b>176</b>
<b>6.1</b>	<b>Introduction .....</b>	<b>176</b>
<b>6.2</b>	<b>Powerboards (EPODs) .....</b>	<b>176</b>
<b>6.3</b>	<b>Computer monitors and PCs.....</b>	<b>178</b>
<b>6.4</b>	<b>AC adaptors and Class I by Construction.....</b>	<b>179</b>
<b>6.5</b>	<b>Figure 8 cords.....</b>	<b>181</b>
<b>6.6</b>	<b>Fixed, stationary, flexible, portable, transportable, in-service and new to service .....</b>	<b>182</b>
<b>6.7</b>	<b>Appliances containing EMI suppression.....</b>	<b>182</b>
<b>6.8</b>	<b>Class I with no external metal to earth .....</b>	<b>182</b>
<b>6.9</b>	<b>Kettles .....</b>	<b>182</b>
<b>6.10</b>	<b>Drills: Class II with VSD .....</b>	<b>184</b>
<b>6.11</b>	<b>Extension cords containing active RCDs.....</b>	<b>185</b>
<b>6.12</b>	<b>Isolation transformers.....</b>	<b>185</b>
<b>6.13</b>	<b>Appliances with motors .....</b>	<b>185</b>
<b>6.14</b>	<b>Class II with no external metal (All insulated).....</b>	<b>185</b>
<b>6.15</b>	<b>Touch Lamps .....</b>	<b>185</b>
<b>6.16</b>	<b>Lamps and possible short circuit appliances .....</b>	<b>186</b>
<b>6.17</b>	<b>Test aids.....</b>	<b>186</b>
<b>6.18</b>	<b>Different coloured cords tip .....</b>	<b>187</b>
<b>6.19</b>	<b>Using generators or inverters for mobile power .....</b>	<b>187</b>

<b>6.20 Commercial refrigeration units .....</b>	<b>187</b>
<b>6.21 Fans and wall heaters .....</b>	<b>188</b>
<b>6.22 Metallic components external and attached to Class I equipment .....</b>	<b>189</b>
<b>6.23 Testing Class III equipment .....</b>	<b>190</b>
<b>6.24 Conclusion.....</b>	<b>190</b>
<b>Section 7: Test Equipment, Software, Calibration and Safety .....</b>	<b>191</b>
<b>7.1 Introduction .....</b>	<b>191</b>
<b>7.2 Test equipment.....</b>	<b>191</b>
<b>7.2.1 Insulation resistance tester .....</b>	<b>191</b>
7.2.2 Portable appliance testers .....	192
7.2.3 Record keeping.....	192
7.2.4 New Developments.....	193
7.2.5 Accuracies .....	193
7.2.6 Limits .....	193
7.2.7 Sales pitches .....	193
7.2.8 Safety warning.....	194
7.2.9 Testing aids .....	194
<b>7.3 Software .....</b>	<b>195</b>
<b>7.4 Printers.....</b>	<b>195</b>
<b>7.5 Barcode scanners .....</b>	<b>196</b>
<b>7.6 Calibration.....</b>	<b>197</b>
<b>7.7 Conclusion.....</b>	<b>197</b>
<b>Section 8: Confirmation and Documentation.....</b>	<b>198</b>
<b>8.1 Introduction .....</b>	<b>198</b>
<b>8.2 Confirmation .....</b>	<b>198</b>
8.2.1 Tagging.....	198
8.2.2 What is a tag?.....	198
8.2.3 Tag colour.....	199
8.2.4 Location of tag .....	199
8.2.5 Information on a tag.....	201
8.2.6 Tagging double adaptors .....	201
8.2.7 Tagging fixed RCDs.....	202
<b>8.3 Tag construction .....</b>	<b>202</b>
<b>8.4 Types of tags .....</b>	<b>203</b>
8.4.1 Compliance tag.....	203
8.4.2 Non-compliance tag (danger tag) .....	203
8.4.3 New to service tag .....	203
8.4.4 Second hand equipment tag.....	203

8.4.5	Microwave leakage test tag .....	205
8.4.6	ID number or code as a tag .....	205
<b>8.5</b>	<b>Records Keeping .....</b>	<b>206</b>
8.5.1	Log book.....	206
8.5.2	Maintenance of a log book.....	207
<b>8.6</b>	<b>Conclusion.....</b>	<b>207</b>
<b>Section 9: Assistance .....</b>		<b>209</b>
<b>9.1</b>	<b>Introduction .....</b>	<b>209</b>
<b>9.2</b>	<b>Networking.....</b>	<b>209</b>
9.2.1	Where assistance may be required .....	209
<b>9.3</b>	<b>Assistance from another Competent Person.....</b>	<b>210</b>
<b>9.4</b>	<b>Assistance from an Electrician or Electrical Inspector .....</b>	<b>210</b>
<b>9.5</b>	<b>Assistance in writing.....</b>	<b>211</b>
<b>9.6</b>	<b>Training from suppliers .....</b>	<b>211</b>
<b>9.7</b>	<b>Conclusion.....</b>	<b>211</b>
<b>Section 10: Clientele.....</b>		<b>212</b>
<b>10.1</b>	<b>Introduction .....</b>	<b>212</b>
<b>10.2</b>	<b>Main Client Contact.....</b>	<b>212</b>
<b>10.3</b>	<b>Client induction .....</b>	<b>212</b>
<b>10.3.1</b>	<b>Quarantine.....</b>	<b>217</b>
10.3.2	Works safety and litigation minimisation .....	217
10.3.3	Special considerations .....	217
10.3.3.1	RCDs.....	217
10.3.3.2	Fault loop impedance .....	218
10.3.4	Client directives .....	218
<b>10.4</b>	<b>Hourly rate or per tag rate? .....</b>	<b>219</b>
<b>10.5</b>	<b>Conclusion.....</b>	<b>219</b>
<b>Section 11: Conclusions and Recommendations in Education .....</b>		<b>220</b>
<b>11.1</b>	<b>Conclusions.....</b>	<b>220</b>
<b>11.2</b>	<b>Recommendations .....</b>	<b>220</b>
<b>11.3</b>	<b>Conclusion .....</b>	<b>225</b>
<b>Appendix A RCD pictorials .....</b>		<b>226</b>
<b>Appendix B Circuit breaker pictorials.....</b>		<b>227</b>

**Appendix C Declared articles of prescribed electrical equipment ..... 228**  
**Appendix D Referenced documents ..... 229**  
**Appendix E Flowchart of classifying appliances for tests required..... 230**  
**Appendix F Website links ..... 231**  
**Appendix G Resource lists ..... 232**  
**Appendix H Published media releases ..... 252**  
**Appendix I Recalled appliances ..... 266**  
**Appendix J Unapproved appliances ..... 273**  
**Appendix K Appliance test tags ..... 279**  
**Appendix L Proformas ..... 282**  
**Appendix M Membership form ..... 289**  
**Glossary ..... 293**  
**Index ..... 299**