Circular No: RD/E02/2002
Date of issue: 30 Dec 2002

To: All Licensed Electrical Workers

Dear Sirs

ELECTRICITY (ELECTRICAL INSTALLATIONS) REGULATIONS 2002 MADE UNDER THE ELECTRICITY ACT (CAP. 89A)

The Electricity Act (Cap. 89A) will come into full operation when the new electricity wholesale market opens on 1 Jan 2003. The electricity industry will henceforth be governed by the Electricity Act (Cap. 89A) and the regulations made thereunder.

2 The Electricity (Electrical Installations) Regulations 2002 made under the Electricity Act (Cap. 89A) and coming into operation on 1 Jan 2003, stipulate the electricity supply application procedures in the new electricity market regime, the requirements for electrical installations and high voltage electrical work, and the licensing of electrical and supply installations. These regulations will replace the following regulations:

a. The Public Utilities (Electricity Supply) Regulations 1997;

b. The Public Utilities (Electricity) Regulations 1997; and

c. The Public Utilities (Licence To Use Or Operate Electrical Or Supply Installations) Regulations 1997.

3 The key changes with the enactment of the Electricity (Electrical Installations) Regulations 2002 are as follows:

3.1 Certificate of Compliance & Statement of Turn On

3.1.1 The licensed electrical worker appointed by a consumer shall issue a Certificate of Compliance in respect of the consumer's electrical installation prior to the energisation of the supply line to the electrical installation. At the time the supply line is energised, the person responsible for turning on the switchgear which controls the supply of electricity to the electrical installation shall issue a Statement of Turn On of Electricity.

3.1.2 The Certificate of Compliance and Statement of Turn On of Electricity shall be in the forms given in Appendices 1, 2 and 3.

3.2 Compliance With Codes of Practice

In addition to compliance with the Singapore Standard CP 5, Code of Practice for Electrical Installations, compliance with the following Singapore Standard Codes of Practice are made mandatory under the regulations:

(a) Singapore Standard CP 88, Code of Practice for Temporary Electrical Installations - Part 1: Construction and Building Sites;

(b) Singapore Standard CP 88, Code of Practice for Temporary Electrical Installations - Part 2: Festive lighting, trade fairs, mini-fairs and exhibition sites.

3.3 Licensing of Electrical Or Supply Installations

Application for an electrical or supply installation licence shall now be made through a licensed electrical worker of the appropriate class employed or appointed by the applicant. Licensed electrical workers shall keep a proper record of their appointments by consumers and shall produce the record to the Authority if so required.

3.4 Use Of Prescribed Forms

3.4.1 A licensed electrical worker shall, upon completion of any modification to an electrical installation that is exempted from licensing, inspect, test and submit the completion certificate (using the form given in Appendix 4) to the market support services licensee, i.e. SP Services Ltd (formerly known as Power Supply Ltd).

3.4.2 For work on high voltage apparatus, the permit-to-work to be issued by an authorised high voltage switching engineer shall be in the form as shown in Appendix 5, and the notice against any interference as shown in Appendix 6.

3.4.3 Where work is to be carried out on a high voltage apparatus or any part thereof connected to a source of electricity supply which is not under the control of an authorised high voltage switching engineer, the authorised high voltage switching engineer shall arrange to obtain a certificate in the form shown in Appendix 7 from the person having control of such source of electricity supply.

4 Licensed Electrical Workers are advised to familiarise themselves with the Electricity (Electrical Installations) Regulations 2002. A copy of the Regulations may be purchased from the SNP Legal Publication at 491 River Valley Road, #01-20 Valley Point, Singapore 248371.

5 If you need clarification, please email to EMA_RD_ELISE@ema.gov.sg.

Yours faithfully

YEO YEK SENG
DY CHIEF EXECUTIVE
REGULATION DIVISION

Updated : 30/06/2004

CERTIFICATE OF COMPLIANCE

Particulars of Electrical Installation

Name of Consumer : _____

Address of Installation : _____

_____

Electrical Installation Licence No. _____ MSS Account No. _____

Approved load & Supply Voltage: _____ kW _____ Volts

Generator(s) Installed: ☐ Operated in parallel with PowerGrid's network.
No. of generator: _____ Rating: _____ kVA

☐ Standby generator.
No. of generator: _____ Rating: _____ kVA

☐ Not applicable

Certification by Licensed Electrical Worker

I certify that the above-mentioned electrical installation complies with the requirements of the Electricity (Electrical Installations) Regulations 2002 and the relevant Singapore Standard Code of Practice. I further certify that the technical requirements as stipulated by the person responsible for turning on the switchgear which controls the supply of electricity to the said electrical installation have been complied with.

I hereby request for the energisation of the supply line to the said electrical installation on _____ (date).

_____ _____ _____

Name & Signature of LEW **Licence No.** **Date**

Copy to:

Market Support Services Licensee

STATEMENT OF TURN ON OF ELECTRICITY

ELECTRICITY SUPPLY TO _____
(Name of Applicant)

AT _____
(Address of Installation)

_____

I acknowledge that the above-mentioned electrical installation has been checked by the market support services licensee. I have energised the supply line to the installation on _____ at _____.
(date) *(time)*

_____	_____	_____
Name & Signature of person responsible for energisation of supply line	**Licence No.**	**Date**

_____

I acknowledge that the supply line has been energised on the date and time indicated above.

_____	_____	_____
Name & Signature of Applicant or his representative	**NRIC / Passport No.**	**Date**

This form is applicable to electrical installation exempted from licensing.

STATEMENT OF TURN ON OF ELECTRICITY

ELECTRICITY SUPPLY TO _____
(Name of Applicant)

AT _____
(Address of Installation)

_____

ELECTRICAL INSTALLATION LICENCE NO: _____

I agree that the above-mentioned electrical installation is suitable for connection to the electrical system. I certify that the supply line to the installation has been energised on _____ at _____.
(date) *(time)*

_____	_____	_____
Name & Signature of person responsible for energisation of supply line	**Licence No.**	**Date**

I acknowledge that the supply line has been energised on the date and time indicated above.

_____	_____	_____
Name & Signature of LEW requesting for energisation of supply line	**Licence No.**	**Date**

I acknowledge that the supply line has been energised on the date and time indicated above and confirm that I will be responsible for the operation of this electrical installation hereafter.

_____	_____	_____
Name & Signature of LEW responsible for the operation of the electrical installation	**Licence No.**	**Date**

I acknowledge that the supply line has been energised on the date and time indicated above.

_____	_____	_____
Name & Signature of Applicant or his representative	**NRIC / Passport No.**	**Date**

This form is applicable to licensed electrical installation only.

COMPLETION CERTIFICATE FOR MODIFICATION OF ELECTRICAL INSTALLATION

To:
SP Services Ltd
Attn: Manager (Installation)

MODIFICATION TO ELECTRICAL INSTALLATION AT _____

_____

MSSL Account No: _____

in the name of : _____

I, _____ certify that the modification to the above-mentioned electrical installation has been inspected and tested by me in accordance with Singapore Standard CP5: Code of Practice for Electrical Installations, and that to the best of my knowledge and belief the modification summarised below complies with the said Singapore Standard CP5 and the relevant Regulations.

Description	Quantity
Lighting points	
13 Amp socket outlets	
15 Amp socket outlets	
Heater	
Isolator	
Others (please specify)	

The said modification has been connected to the supply of electricity on _____. The existing supply line is adequate for the after diversity maximum demand of the above-mentioned electrical installation.

2 I append below the result of my inspection and test:

Incoming supply: PowerGrid network / Third party electrical installation

MCB/Cutout size	:	Amp
Revenue meter No.	:	
RCCB rating	:	Amp / 30 mA sensitivity
Phase to Phase insulation	:	Mohm
Phase to Earth insulation	:	Mohm
Neutral to Earth insulation	:	Mohm
RCCB test satisfactory	:	Yes / No
Polarity Check satisfactory	:	Yes / No
Earth fault loop impedance	:	ohm
Date of inspection / test:		_____

_____ _____ _____

Name & signature of Licensed Electrical Worker Licence No. Date

cc Consumer

*PTW. No: _____

PERMIT TO WORK
ON HIGH VOLTAGE CABLES & EQUIPMENT
IN CONSUMER'S ELECTRICAL INSTALLATION

1. ISSUE OF PERMIT-TO-WORK (PTW) :

This is to certify that the following cable between / equipment at _____

_____

(state the exact location and / or switchroom involved)

HAS BEEN ISOLATED at _____

AND EARTHED at _____

(state exact point or position of isolation and earthing)

AND IS NOW SAFE TO WORK ON. Details have been recorded in the Consumer Switchroom Record Book.

Time of issue of PTW : _____ Date of issue : _____

The Competent Person in charge of work has been instructed to commence work.

_____ _____

Name & Signature of Authorised High Voltage Switching Engineer Licence No.

2. INSTRUCTION TO WORK:

I have read and understood the instructions from the Authorised High Voltage Switching Engineer to commence work on the above cable / equipment.

Time : _____ Date : _____

_____ _____

Name & Signature of Competent Person Licence No.

3. COMPLETION OF WORK :

The work has been completed, all personnel and tools have been withdrawn, and the men in my charge have been warned that it is **no longer safe** to work on the above cable / equipment.

Time : _____ Date : _____

_____ _____

Name & Signature of Competent Person Licence No.

4. CANCELLATION OF PERMIT :

The above PTW No. _____ dated _____ is now cancelled and withdrawn. No further work is to be performed on the above cable / equipment without another PERMIT-TO-WORK.

Time of cancellation : _____

Date of cancellation : _____

_____ _____

Name & Signature of Authorised High Voltage Switching Engineer Licence No.

*Duplicate copy of this PTW shall be retained by the Authorised High Voltage Switching Engineer.

NOTICE AGAINST ANY INTERFERENCE WITH LIVE APPARATUS



DANGER

This cable between / equipment at

_____

_____

has been isolated and earthed and

SHOULD NOT BE INTERFERED WITH

without the consent of the authorised high voltage switching engineer (AHVSE) who has issued a PERMIT-TO-WORK

No: _____

on (DATE / TIME) _____

Signature of AHVSE: _____

Name: _____

Contact No: Tel _____ Pager _____

REF: E(EI)Reg24(1)(b)

(The symbol and text shall be black and background colour shall be yellow. This Notice shall be printed on self-adhesive A6-size paper)

Appendix 7

∗Certificate No. (E.g. 9/12345/0001)

STATEMENT OF DISCONNECTION AND RECONNECTION OF SOURCE OF ELECTRICITY FOR ELECTRICAL INSTALLATION TAKING HIGH VOLTAGE SUPPLY FROM ANOTHER ELECTRICAL INSTALLATION

The following statements concern the disconnection and reconnection of the supply line specified below from the source of electricity. Each statement shall be valid only when it is signed by both the Authorised High Voltage Switching Engineer (AHVSE) and the person having control of the source of electricity.

The incoming supply line No:_____

of (name of installation) _____ (Licence No: _____)

is to be isolated from the source of electricity
at (name of installation) _____ (Licence No: _____).

This disconnection of the above-mentioned supply line
from the source of electricity is requested by : (Name) _____.

PART I : STATEMENT OF DISCONNECTION OF SOURCE OF ELECTRICITY

TIME:_____ DATE: _____

DECLARATION BY PERSON HAVING CONTROL OF THE SOURCE OF ELECTRICITY : I, the undersigned, declare that the above supply line has been safely isolated from the source of electricity and will not be reconnected without the prior written agreement of the AHVSE for the above first-named installation.

SIGNATURE:_____NAME:_____ LICENCE NO:_____

DECLARATION BY AHVSE: I, the undersigned, declare that the above supply line has been safely isolated from the above first-named installation.

SIGNATURE:_____NAME:_____ LICENCE NO:_____

PART II: WRITTEN AGREEMENT FOR RECONNECTION TO SOURCE OF ELECTRICITY

TIME: _____ DATE:_____

DECLARATION BY AHVSE: I, the undersigned, declare that the above first-named installation to which the above supply line is connected, is cleared of all earthing leads, labour and tools, and that the supply line is safe for reconnection to the source of electricity with effect from the time specified above. I undertake to ensure that no work by any person will be carried out on any apparatus that is connected to the above supply line until a new statement is signed by both parties.

SIGNATURE:_____NAME:_____LICENCE NO: _____

DECLARATION BY PERSON HAVING CONTROL OF THE SOURCE OF ELECTRICITY: I, the undersigned, acknowledge the above declaration by the AHVSE and agree to reconnect the source of electricity to the above supply line.

SIGNATURE:_____NAME:_____LICENCE NO: _____