

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](mailto: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 &amp; 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)*

<b>Name &amp; Signature of person responsible for energisation of supply line</b>	<b>Licence No.</b>	<b>Date</b>
-----------------------------------------------------------------------------------	--------------------	-------------

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

<b>Name &amp; Signature of Applicant or his representative</b>	<b>NRIC / Passport No.</b>	<b>Date</b>
----------------------------------------------------------------	----------------------------	-------------

This form is applicable to electrical installation exempted from licensing.

**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)

<b>Name &amp; Signature of person responsible for energisation of supply line</b>	<b>Licence No.</b>	<b>Date</b>
-----------------------------------------------------------------------------------	--------------------	-------------

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

<b>Name &amp; Signature of LEW requesting for energisation of supply line</b>	<b>Licence No.</b>	<b>Date</b>
-------------------------------------------------------------------------------	--------------------	-------------

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.

<b>Name &amp; Signature of LEW responsible for the operation of the electrical installation</b>	<b>Licence No.</b>	<b>Date</b>
-------------------------------------------------------------------------------------------------	--------------------	-------------

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

<b>Name &amp; Signature of Applicant or his representative</b>	<b>NRIC / Passport No.</b>	<b>Date</b>
----------------------------------------------------------------	----------------------------	-------------

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.

DescriptionQuantity

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)

\*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: \_\_\_\_\_