

High Voltage Switching

Electrical Inspectorate Unit

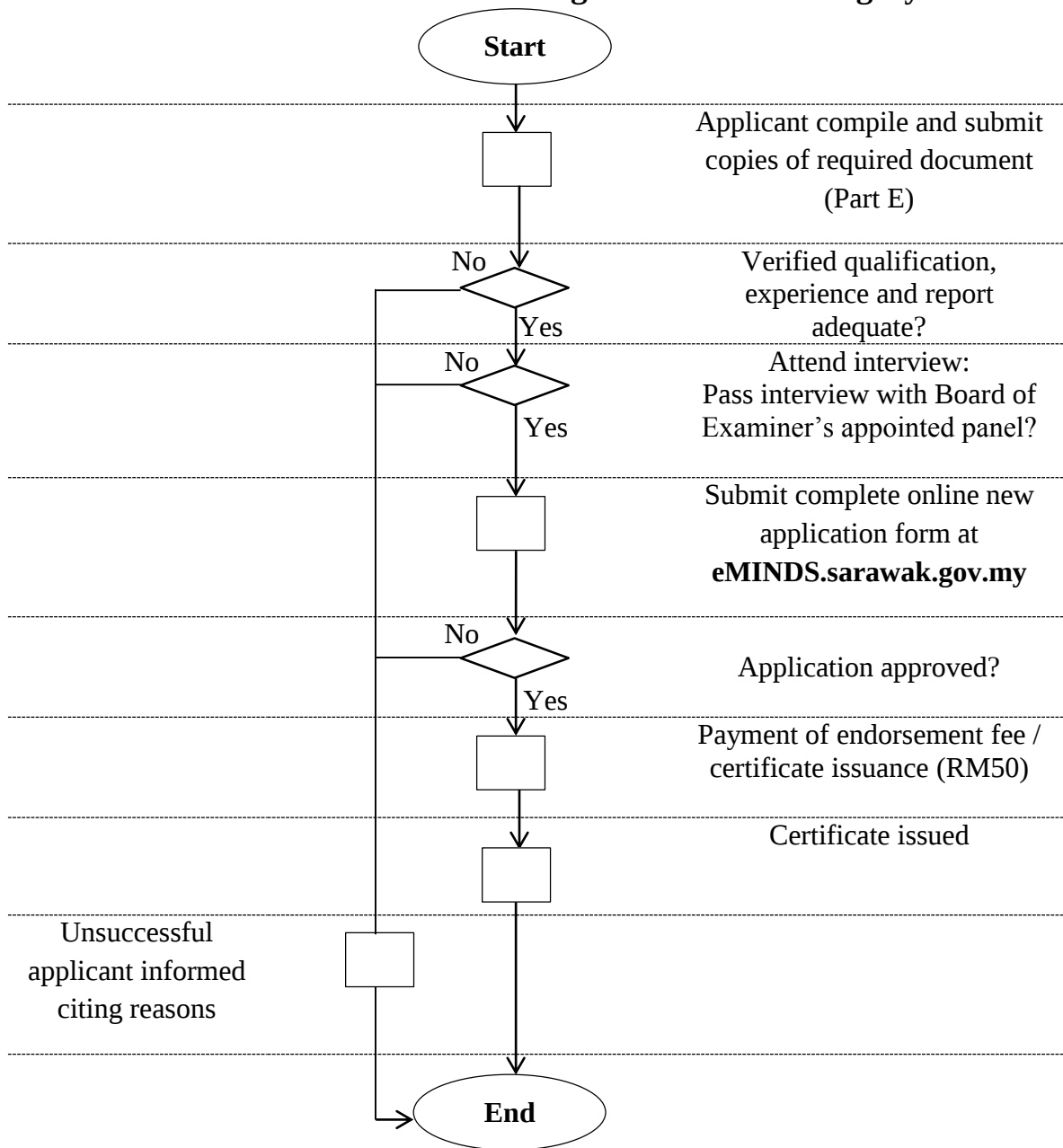
A. General requirements for switching endorsement/category

No	Description	Requirements
1	Citizen	Malaysian Citizen.
2	Minimum Age	Not less than 20 years
3	Competency Certificate	Holder of Chageman/ Electrical Supervisor/ Competent Electrical Engineer Certificate • Subject to requirements, switching either 'restricted' or 'open', • Switching endorsed on holder's current certificate Not holder of Certificate • Applicable for 'restricted' only • Switching only as category on certificate issued • Work experiences submitted to be verified.
4	Working Experiences	Chageman Not less than three years in an environment where electrical equipment is in operation and has had experience of controlling live equipment. Electrical Supervisor/Competent Electrical Engineer Not less than five years in an environment where electrical equipment is in operation and has had experience of controlling live equipment.
5	Skills and knowledge	• Understands the use of various types of equipment under his charge and has sufficient knowledge to install and operate it without danger. • Sufficient knowledge of first aid, resuscitation and treatment of electric shock. • Sufficient knowledge of the Ordinance and any rules made thereunder.
6	Other conditions	• Submit the relevant documents • Pass interview with Board of Examiners' appointed panel for switching endorsement/category.

B. Switching details

Switching Category/ Endorsement	Voltage Level	Switching Classes	Pre-Requisite
Restricted (at designated premises)	up to 11 kV up to 33 kV up to 132 kV up to 275 kV up to 500kV	Class 1 - Authorize to issue and cancel electrical permit to work Class 2 – Not authorize to issue and cancel electrical permit to work	Certificate holder with high voltage category/(ies) Note: Holder who is no longer employed at the designated premises, the <i>switching endorsement</i> will be removed. Certificate holder with low-voltage category/(ies) Note: Holder who is no longer employed at the designated premises, the <i>switching endorsement</i> will be removed. Certificate without Category. Note: Holder who is no longer employed at the designated premises, the <i>certificate</i> will be cancelled and revoked.
Open (throughout the state)	up to 11 kV up to 33 kV up to 132 kV up to 275 kV up to 500kV	Class 1 - Authorize to issue and cancel electrical permit to work Class 2 - Not authorize to issue and cancel electrical permit to work	Holder with higher than low voltage category/(ies); and Attended relevant course and switching attachment

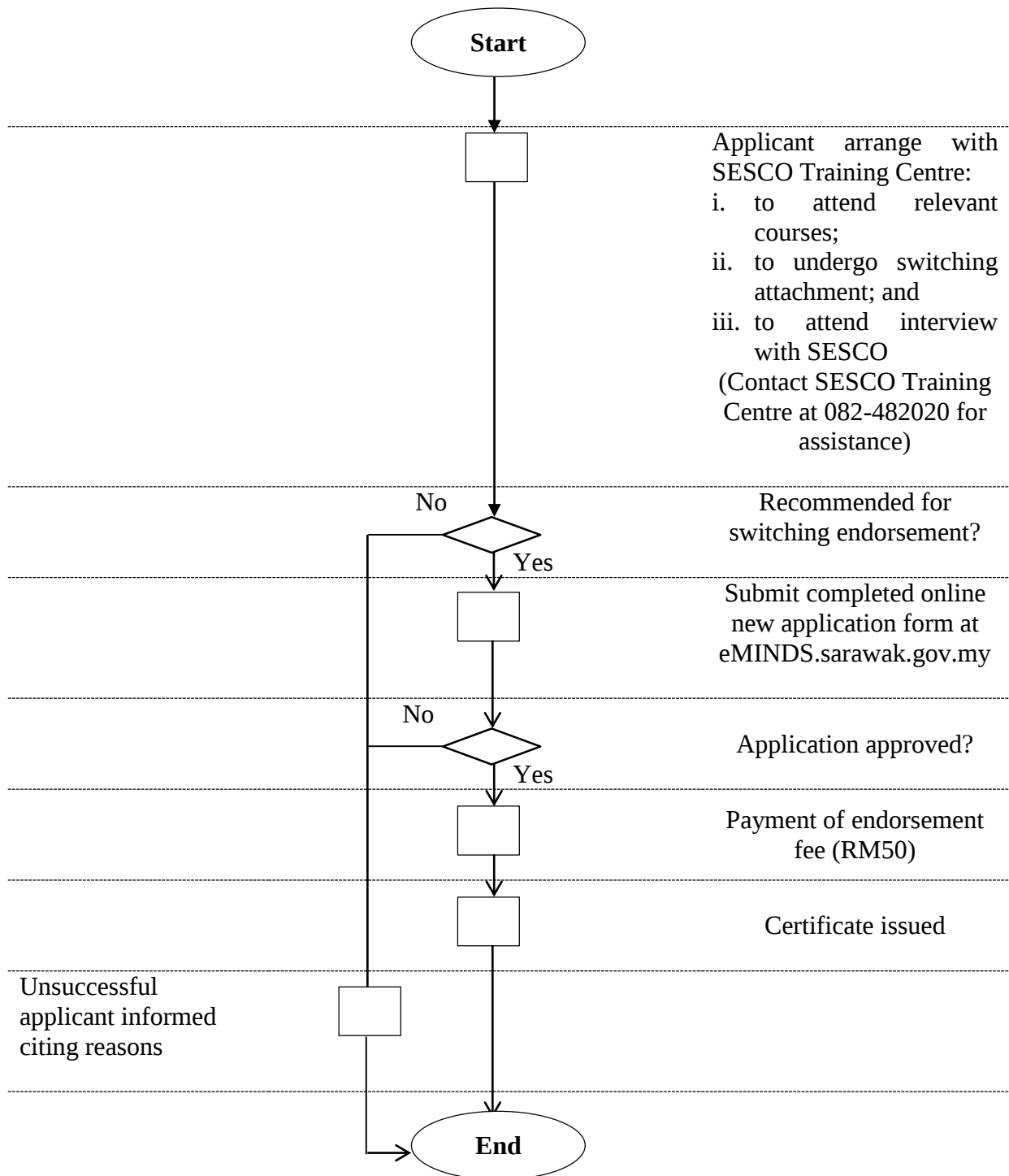
C. Procedure for ‘Restricted’ switching endorsement/ category



NOTE:

1. *Restricted Switching endorsement/ category will indicate designated premises on Certificate of Competency for Chargeman/ Electrical Supervisor/ Competent Electrical Engineer*
2. *Switching if:*
 - *“Restricted” applicable for designated premises.*
 - *“Open” applicable for throughout the state.*

D. Procedure for ‘Open’ switching endorsement



NOTE:

1. *Restricted Switching endorsement/ category will indicate designated premises on Certificate of Competency for Chargeman/ Electrical Supervisor/ Competent Electrical Engineer*
2. *Switching if:*
 - “Restricted” applicable for designated premises.
 - “Open” applicable for throughout the state.

E. Preparation of document

No	Document	Copy
1	Chargeman with “Restricted” switching endorsement/ category	
	Document Checklist for Submission (Restricted Switching)	1
	Form CAAC 11	1
	Photo copy of Identification Card (IC)	2
	Authorization letter and support letter from installation owner	2
	Switching log	2
	Switching Procedure Manual	2
	Switching Schematic Diagram	2
	Testimonial of employment	2

All documents in item (E) are to be submitted to:

Electrical Inspectorate Unit
11th Floor Wisma Satok,
Jalan Satok,
93400 Kuching, Sarawak

Pensuisan Voltan Melebihi Voltan Rendah

Unit Merinyu Elektrik

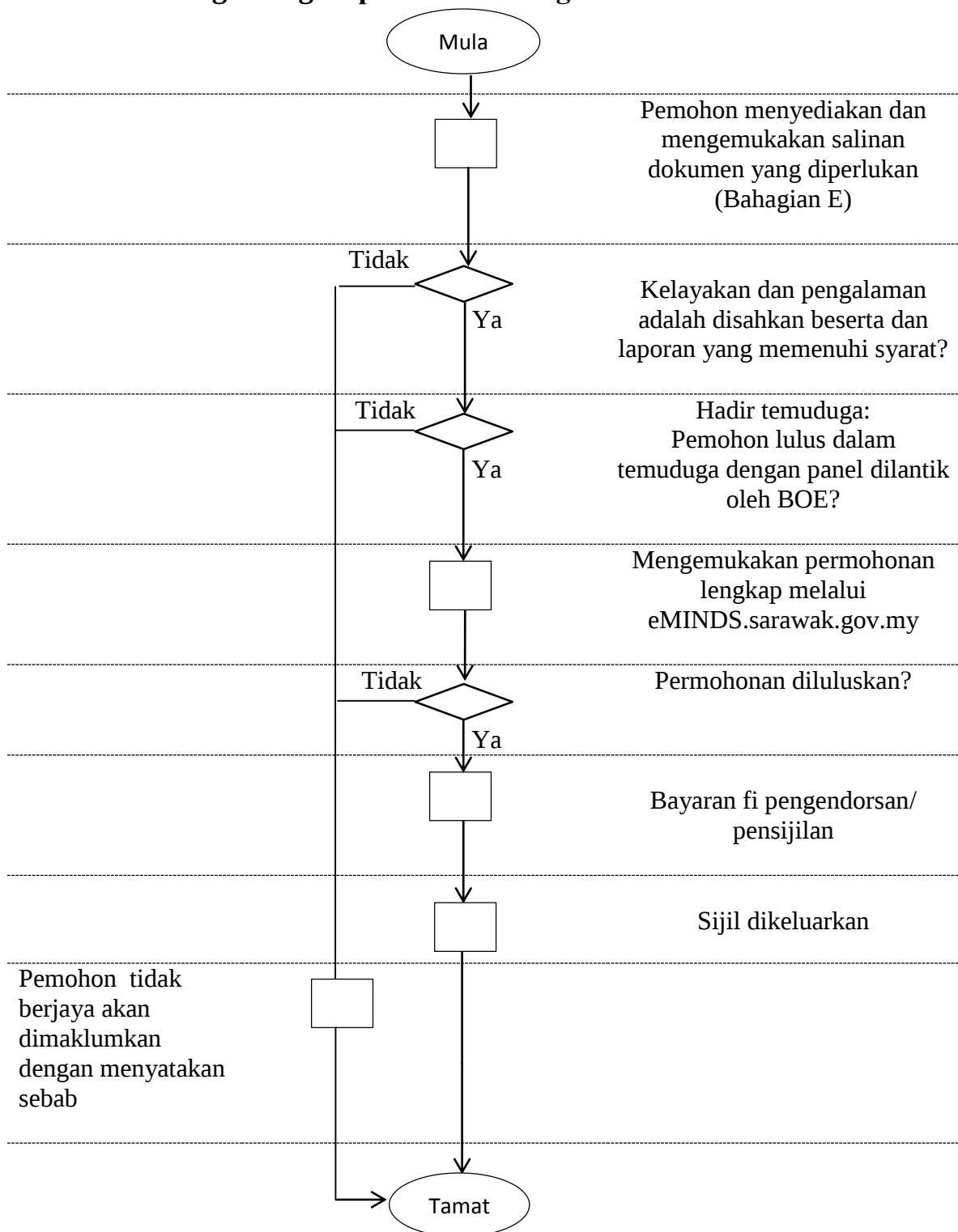
A. Syarat - syarat umum untuk endorsan/ kategori pensuisan

Bil	Deskripsi	Syarat - syarat
1	Warganegara	Malaysia
2	Usia Minima	20 tahun dan ke atas
3	Kelayakan Pendidikan	Pemegang sijil Penjaga Jentera/ Penyelia Elektrik/ Jurutera Kompeten Elektrik - Tertakluk kepada syarat-syarat, pensuisan adalah 'dengan sekatan' atau 'terbuka' - Pensuisan adalah diendorsekan pada sijil pemegang sijil kekompetenan Bukan Pemegang Sijil - Hanya untuk 'dengan sekatan' sahaja - Pensuisan hanya sebagai kategori pada sijil yang dikeluarkan - Pengalaman kerja yang disahkan dikemukakan
3	Pengalaman Kerja	Penjaga Jentera Pengalaman kerja tidak kurang daripada tiga tahun dalam persekitaran dimana peralatan elektrik adalah beroperasi dan mempunyai pengalaman mengendalikan peralatan hidup Penyelia Elektrik/ Jurutera Kompeten Elektrik Pengalaman kerja tidak kurang daripada tiga tahun dalam persekitaran dimana peralatan elektrik adalah beroperasi dan mempunyai pengalaman mengendalikan peralatan hidup
4	Kemahiran dan Pengetahuan	- Mempunyai pengetahuan yang mencukupi berkenaan pelbagai peralatan elektrik di bawah seliaan dan berkemahiran dalam kerja pemasangan dan pengendalian dengan selamat peralatan elektrik tersebut; - Mempunyai pengetahuan tentang pertolongan cemas, bantuan pernafasan dan rawatan renjatan elektrik; dan - Mempunyai pengetahuan tentang Ordinan dan Peraturan berkaitan.
5	Syarat-syarat lain	- Mengemukakan dokumen berkaitan - Lulus temuduga oleh panel temuduga yang dilantik oleh BOE untuk pengendorsan/ kategori pensuisan

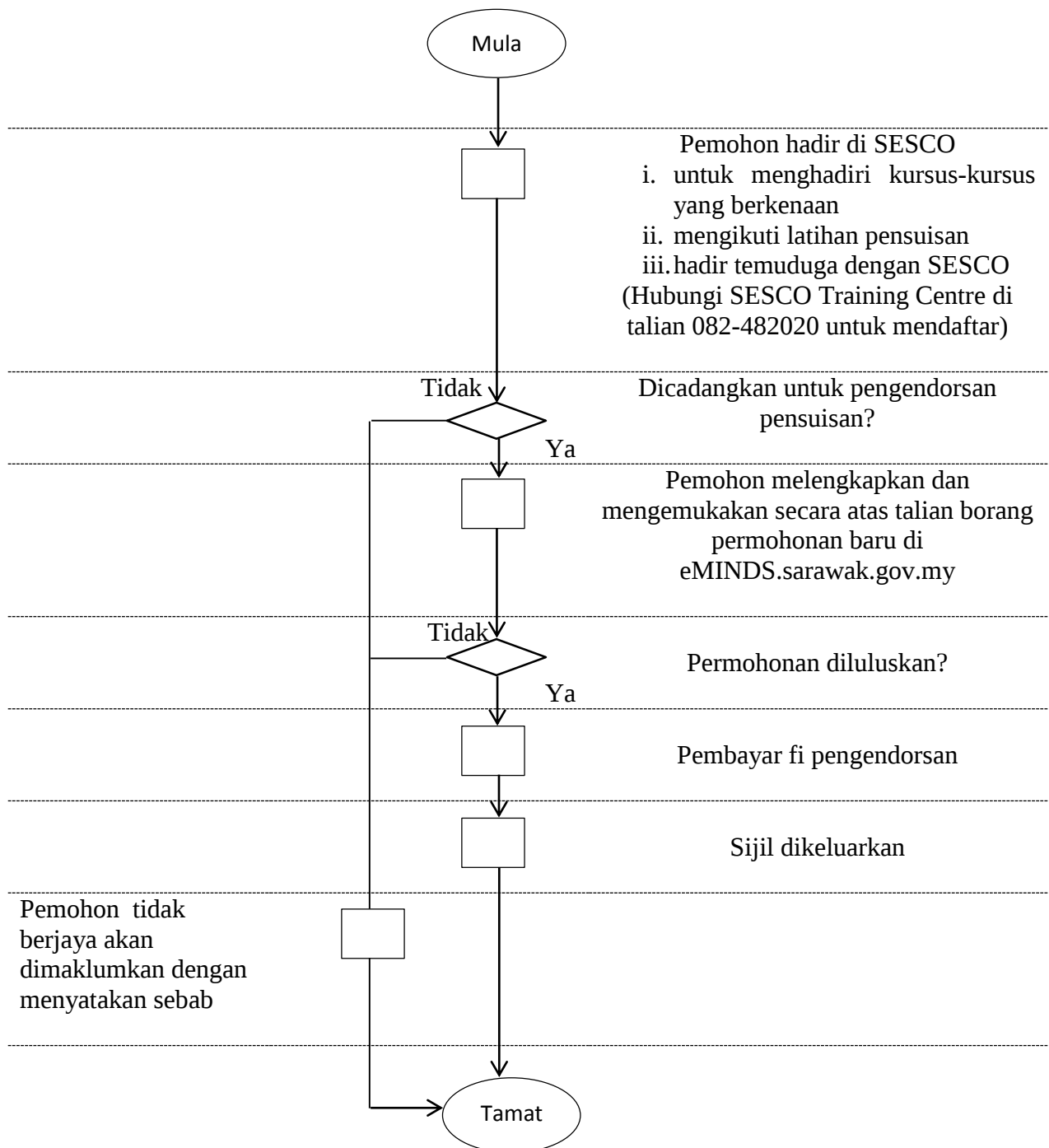
B. Kategori

Kategori/ Endorsan Pensuisan	Tahap Voltan	Kelas Pensuisan	Syarat Kelayakan
Dengan Sekatan (pada premis terhad)	sehingga 11 kV sehingga 33 kV sehingga 132 kV sehingga 275 kV	Kelas 1 – Boleh mengeluarkan dan membatalkan permit kerja elektrik Kelas 2 – Tidak boleh mengeluarkan dan membatalkan permit kerja elektrik	Pemegang sijil dengan kategori voltan melebihi voltan rendah Nota: Pemegang sijil yang tidak lagi bekerja di premis terhad, pengendorsan pensuisan akan dimansuhkan. Pemegang sijil dengan kategori voltan rendah Nota: Pemegang sijil, apabila tidak lagi bekerja di premis terhad, pengendorsan pensuisan akan dimansuhkan. Sijil tanpa kategori Nota: Pemegang sijil tanpa kategori lain apabila tidak lagi bekerja di premis terhad, sijil akan dibatalkan dan ditarik balik.
Terbuka (seluruh negeri)	sehingga 11 kV sehingga 33 kV sehingga 132 kV sehingga 275 kV	Kelas 1 – Boleh mengeluarkan dan membatalkan permit kerja elektrik Kelas 2 – Tidak boleh mengeluarkan dan membatalkan permit kerja elektrik	Pemegang dengan mana-mana kategori voltan melebihi voltan rendah; dan Menghadiri kursus-kursus dan latihan pensuisan yang berkenaan

C. Prosidur bagi kategori pensuisan “dengan Sekatan”



D. Prosidur bagi pengendorsan pensuisan “Terbuka”



NOTA:

1. Pensuisan dengan Sekatan adalah endorsan/ kategori dengan menyatakan premis terhad pada Sijil Kekompetenan sebagai Penjaga jentera, Penyelia Elektrik atau Jurutera Kompeten Elektrik.
2. Pensuisan sekiranya:
 - “Dengan Sekatan” adalah digunakan pada premis terhad
 - “Terbuka” adalah digunakan di seluruh negeri

E. Penyediaan dokumen

Bil	Dokumen	Salinan
2	Endorsan/ kategori pensuisan dengan “Sekatan”	
	Senarai semak dokumen yang dikemukakan (Pensuisan dengan Sekatan)	1
	Borang CAAC 11	1
	Salinan fotostat kad pengenalan (KP)	2
	Surat Kuasa dan Surat Sokongan daripada pemilik pemasangan	2
	Log pensuisan	2
	Manual prosidur pensuisan	2
	Rajah skematik pensuisan	2
	Testimoni pekerjaan	2

Semua dokumen di Bahagian (E) hendaklah dihantar ke alamat berikut:

**Electrical Inspectorate Unit
11th Floor Wisma Satok,
Jalan Satok,
93400 Kuching, Sarawak**

FORMS/ CHECKLISTS/ GUIDELINES for DOWNLOAD

ELECTRICAL WORKING / ON-THE-JOB EXPERIENCE LOG SHEET

Name			
I.C No			
Date	Detail Descriptions of Work / Activities*	Supervisor	
		Name (Include Competency or PE number)	Signature

(Your Name in Capital Letters)
(Your Mailing Address)

Director of Electricity Supply,
Ministry of Public Utilities,
11th Floor Wisma Satok,
Jalan Satok,
93400 Kuching, Sarawak

Tuan,

Submission of Report for "Restricted" Switching Endorsement/ Category

Please find attached 2 copies of the following documents:

	Photo copy of Identification Card (IC)
	Form CAAC 11
	Authorization letter and support letter from installation owner
	Switching log
	Switching Procedure Manual
	Switching Schematic Diagram
	Testimonial of employment

I look forward to your favourable response and will be available when called for interview with BOE appointed panel as to be advised by your office.

Thank you.

(Your signature)

.....

(Your Name in Capital Letters)
(Your IC No)
(Your Telephone No)
(Your email address)

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