

Applicant Guide for Automatic Mutual Recognition and Mutual Recognition

Electrical Licensing | NTWorkSafe

Disclaimer

This publication contains information regarding recognition of interstate electrical licences. It includes some of your obligations under the *Mutual Recognition Act 1992* and the *Electrical Safety Act 2022* that NT WorkSafe administers. The information provided is a guide only and must be read in conjunction with the appropriate legislation to ensure you understand and comply with your legal obligations. NT WorkSafe does not warrant the information in this publication is complete or up-to-date and does not accept any liability for the information in this report or as to its use.

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These guidelines are provided to assist applicants seeking to apply for recognition of an interstate licence. Please read them to ensure the form is completed correctly. Use the Supporting Documents Checklist on the application form to ensure you have supplied the required evidence in support of your application. Please ensure you have supplied all of the information requested, an incomplete application will result in a delayed processing of your licence application.

The Mutual Recognition Act 1992

The *Mutual Recognition Act 1992* allows licensed individuals from interstate and New Zealand to have their licence recognised in the Northern Territory without needing to demonstrate their qualifications and competency.

This recognition comes in two forms:

- Automatic Mutual Recognition
- Mutual Recognition

Both applications allow for the applicant to work under the receipt of the application while waiting for processing.

Please see below table to determine which application is most suitable:

| Circumstances | Most suited application |
|--|------------------------------|
| Temporarily working in the Northern Territory for a short period <i>A short period is defined as less than 6 months' (or 120 days) worth of work in a 12-month period</i> | Automatic Mutual Recognition |
| Resident within the Northern Territory | Mutual Recognition |
| Becoming a nominee on an Electrical Contractor's Licence or In-House Electrical Licence | Mutual Recognition |
| Obtain a Northern Territory Licence | Mutual Recognition |

Please note, if you are also applying to be a nominee on an electrical contractor's licence, you will need to apply for Mutual Recognition of an electrical worker's licence. To be eligible for being a nominee, you need to hold a current unrestricted electrical worker's licence in the Northern Territory. Automatic Mutual Recognition does **not** grant a licence.

Automatic Mutual Recognition

Automatic Mutual Recognition (also known as AMR) grants a letter of recognition rather than a Northern Territory electrical worker's licence. The letter allows an applicant to temporarily work off their interstate licence while they are working in the Northern Territory. This application does not have a fee.

This application is intended for those temporarily coming into the Northern Territory to complete electrical work for a short period. This is defined as up to 6 months of work (or 120 days) within a 12-month period in the *Electrical Safety Act 2022* (section 64).

For completing certificates of compliance while working in the Northern Territory, applicants are able to use the certificate of compliance books available at their nearest Territory Business Centre under their interstate licence number.

If the holder of an automatic mutual recognition notification has any of the following changes, they will need to apply for mutual recognition to obtain a Northern Territory electrical licence:

- Becomes a resident of the Northern Territory
- Intends to become a nominee of a Northern Territory electrical contractor's licence or in-house electrical licence

Please note, some businesses in the Northern Territory will require you to hold an NT electrical worker's licence as a condition of employment and will not accept automatic mutual recognition notifications. Confirm with your employer prior to lodging your application.

Mutual Recognition

Mutual Recognition (also known as MR) grants a Northern Territory electrical worker's licence equivalent to the one you hold interstate.

This application has a fee equivalent to the licence you are receiving from the application. I.e. an application for mutual recognition of an interstate electrical worker's licence will have the same fee as an electrical worker's licence application.

For completing certificates of compliance while waiting for the application to be processed, applicants are able to use the certificate of compliance books available at their nearest Territory Business Centre under their interstate licence number. Once the application has received a successful assessment, the applicant can also use the online certificate of compliance portal under their Northern Territory licence number.

Individual Contractors

Individuals who hold an electrical contractor's licence interstate and are applying for mutual recognition will need to apply for both the electrical worker's licence and electrical contractor's licence within the same application.

In doing so, the fee for both licences will also need to be paid.

If the applicant already holds a Northern Territory unrestricted electrical worker's licence, then only the contractor licence fee needs to be paid.

Eligibility

Applicants looking to gain recognition of their interstate qualifications must hold a current interstate licence to be eligible.

To be eligible for automatic mutual recognition, applicants also cannot be residents of the Northern Territory.

Companies and other body corporates

The mutual recognition principle only applies to individuals and therefore companies and other body corporates are not eligible for mutual recognition or automatic mutual recognition.

New Zealand licence holders

Applicants with an electrical licence from New Zealand are only eligible for Mutual Recognition.

If an applicant has both a licence from New Zealand and a licence from another Australian State or Territory, they can apply for automatic mutual recognition of the interstate licence.

How to Apply for a Licence

Application forms are available on the [NT WorkSafe website](#). Completed applications can be lodged in person, via email or post at the Territory Business Centre:

| Darwin | Katherine | Tennant Creek | Alice Springs |
|--|---|---|--|
| Ground Floor, Building 3 Darwin Corporate Park 631 Stuart Highway, Berrimah | Shop 1, Randazzo Building 18 Katherine Terrace, Katherine | Shop 2, Barkly House Cnr Davidson and Patterson Street, Tennant Creek | Ground Floor, The Green Well Building 50 Bath Street, Alice Springs |
| Phone: 1800 193 111 | | Email: territorybusinesscentre@nt.gov.au | |
| Postal Address: GPO Box 9800, Darwin, NT 0800 | | | |

Supporting Documents

The supporting documents required for mutual recognition and automatic mutual recognition are similar between applications.

Automatic Mutual Recognition Notification

A successful notification for automatic mutual recognition requires the following:

- A copy of the front and back of all interstate electrical licences
- For certain endorsements, employer details

Mutual Recognition

A successful application for mutual recognition of an interstate licence requires the following:

- A copy of the front and back of all interstate licences

Fees

Automatic Mutual Recognition does not have an application fee.

The fee for Mutual Recognition varies depending on the licences that are being applied for. I.e. an application for mutual recognition of an interstate electrical worker's licence will have the same fee as an electrical worker's licence application.

Please refer to the [NT WorkSafe website](#) for a Schedule of Fees.

Renewal Reminders

Although as a courtesy, renewal reminders are sent prior to expiry, it is your responsibility to ensure your address details are correct and that a renewal form is lodged before your licence expires.

Licence Replacements

If an electrical licence is lost, stolen or defaced, the licence holder may apply for a replacement licence. Applicants must complete the application form, pay the prescribed fee and any supporting documentation required by the application form.

Complaints and Disciplinary Action

Anyone can make a complaint to the Electrical Safety Regulator (the Regulator) about an electrical worker, contractor or apprentice. From there, the Regulator will review the complaints received and either:

- Investigate the complaint; or
- Dismiss the complaint on the grounds that it is trivial, frivolous, vexatious or baseless.

After enquiries are made, substantiated complaints may be referred to the Disciplinary Committee (Committee) for disciplinary action. The Committee may conduct a discipline hearing and provide a decision after completing such a hearing.

Disciplinary action can take one or more of the following forms:

- Cancellation or an amendment to the licence
- Suspension of the licence
- Disqualification from holding and/or being eligible to hold a licence
- Reprimand/caution notice
- Require the holder to correct a fault or defect in the electrical work
- Require the holder to undertake further training
- Impose a monetary penalty

Further information on the Committee and the complaint process can be found on the [NT WorkSafe website](#).

Appeals

Under section 251 of the Act, a person who is dissatisfied with a decision made by the Electrical Safety Regulator and the Discipline Committee may be reviewable by the Northern Territory Civil and Administrative Tribunal (NTCAT).

This includes decisions relating to the issuing of licences or a disciplinary action. Information on how to apply for a review of a decision can be found on [NTCAT's website](#).

Legislation

The *Electrical Safety Act 2022* and *Electrical Safety Regulations 2024* are available on [NT WorkSafe's website](#) or on the [Northern Territory Legislation Database](#). The Mutual Recognition Act 1992 is available on the [Federal Register of Legislation](#).

List of Jurisdiction Contacts

| Jurisdiction | Name of Regulator | Telephone | Website |
|------------------------------|--|--------------|---|
| New South Wales | Building Commission NSW | 13 27 00 | Building Commission NSW NSW Government |
| Victoria | Energy Safe Victoria | 1800 815 721 | Energy Safe Victoria Energy Safe Victoria |
| Queensland | Electrical Safety Office | 1300 362 128 | Home Electrical Safety Office |
| South Australia | Consumer and Business Services | 131 882 | SA.GOV.AU - Plumbing, gas fitting and electrical registration and contractors' licences |
| Western Australia | Department of Local Government, Industry Regulation and Safety | 6251 2000 | Electrical licensing |
| Australian Capital Territory | Construction and Work Place Licensing | 6207 8096 | Construction licences - City and Environment Directorate - Planning |
| Tasmania | Consumer, Building and Occupational Services | 1300 654 499 | Electrical licences |

Contact Us

For further information, please contact the Licensing and Advisory Services team on 1800 019 115, via email at electrical.licensing@nt.gov.au or go to the NTWorkSafe website at www.worksafe.nt.gov.au