

# Information Bulletin

January 15, 2025

The information contained in this bulletin supercedes the requirements of all previous bulletins.

## Guidance Document

Title: Contractor Coding, Code 3-1(R)

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## 1.0 Subject

Process for advancement through the Digital Government and Service NL (DGSNL) coding system for Electrical Contractors.

## 2.0 Objective

To establish a process that clearly outlines the procedures required to move from a Code 3 Electrical Contractor to a Code 1 and 1R Electrical Contractor.

## 3.0 Legislation

The provisions of the *Public Safety Act* and associated regulations such as the Electrical Regulations (O.C. 96-502) and policies apply to this guidance document.

## 4.0 Background

To bring consistency to the electrical inspection process, guidance documents will be provided to ensure all electrical contractors and Technical Inspector IIs (Electrical) are made aware of the various processes within the Electrical Program area and the acceptable installation processes.

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## 5.0 Electrical Contractor Certificate Coding (Code 3 to Code 1(R))

### Code-3-CR Requirements:

- Any electrician that has a Certificate of Qualification (Inter-Provincial, Red Seal) in Construction Electrical and has never registered as an electrical contractor within the province, would qualify to register with DGSNL as a Code 3-CR (CR is defined in Section 6.0 of this document). This contractor would be restricted in terms of amperage (800 A) and voltage (750 V).

### Code-2-CA Requirements:

- An electrical contractor, Code 3-CR, that has been registered as an electrical contractor for two years or more can make an application to upgrade to a Code-2-CA (CA is defined in Section 6.0). The following requirements must be met to upgrade to a Code-2-CA:
  - (i) A minimum of two years as a Code 3-CR.
  - (ii) A minimum of 10 electrical permits in the previous 24 months or inspections of three electrical services (residential new or upgrade of service) with zero deficiencies.
  - (iii) Field orders, if any, would have to be minor (not a major safety concern).
  - (iv) Requires positive recommendation from electrical inspector(s) that has been inspecting the installations. The electrical inspector will also decide on the designator (CR or CA).

### Code-1-CA Requirements:

- A Code-1-CA is the highest coding within DGSNL that an electrical contractor can receive.

By definition, a Code-1-CA has worked a minimum of four years as a Code-2-CA electrical contractor, whose work is of an exceptional quality and has a reputation of reliability as assessed by the Technical Inspector IIs (Electrical) of DGSNL.

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- A **Code-1** designation gives a Contractor Representative the right, subject to Audit Inspections, to approve sheathing and make application to have the power supplied to a building. The Contractor Representative must submit an Electrical Contractor Representative Inspection Report at the rough wire/service stage, before power is authorized, as well as the final, and submit the completed reports to the nearest Government Service Centre. The contractor must make the rough wiring available for audit inspection for two working days before allowing the work to be covered by any type of building construction. The inspector may waive this requirement upon request. The Government Service Centre, upon receiving a Code-1 Electrical Contractor Representative Inspection Report, and checking the appropriate sections for date and signature, may send the connection authorization to the power company if all the conditions have been met.

Before a Code-1 electrical certificate is issued, an electrical contractor would have to meet the following criteria as assessed by the Technical Inspector IIs and the Chief Electrical Inspector.

- (i) The electrical contractor must have at least 4 years of experience in electrical work relevant to his or her electrical certificate (as a Code-2-CA).
- (ii) A minimum of thirty electrical permits issued to the electrical contractor within the past 4 years.
- (iii) Expired permits to be at a minimum (discretion of the Chief Electrical Inspector).
- (iv) Electrical deficiencies must be at a minimum and not a serious safety violation (discretion of the Chief Electrical Inspector).
- (v) Must have a combination of both commercial and non-commercial electrical permits.
- (vi) Requires positive recommendation from electrical inspector(s) that has been inspecting the installations.

## Code-1R Requirements:

- A **Code-1R** designation gives a Contractor Representative the right, subject to Audit Inspections, to approve sheathing and make application to have the power supplied to a building. The Contractor Representative must submit an Electrical Contractor Representative Inspection Report at the rough wire/service stage, before power is authorized, as well as the final, and submit the completed reports to the nearest

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Government Service Centre. The contractor must make the rough wiring available for audit inspection for two working days before allowing the work to be covered by any type of building construction. The inspector may waive this requirement upon request. The Government Service Centre, upon receiving a **Code 1R** Electrical Contractor Representative Inspection Report and checking the appropriate sections for date and signature, may send the connection authorization to the power company if all the conditions have been met.

## 6.0 Classes of Electrical Contractor Certificates

There are four classes to a contractor certificate as described below:

**CB** - Any electrical contractor that has the CB designation has been grandfathered into the electrical program. Any persons that derived a large part of their livelihood from the electrical field would have been given this designation during the origin of the electrical program.

A CB generally does not have the theory of electrical as provided by a trade's college, but they would have years of practical experience.

The CB is restricted to the following:

- Residential electrical installations
- Single phase
- 400 amps at 240 volts

Note: No further CB designations have been or will be granted since the inception of the electrical program.

**RW** - Residential Wireman – reference the Electrical Regulations:

*2(j) "Residential contractor's certificate", means a contractor's certificate issued in accordance with section 6 of the electrical regulations, restricted to residential installations where the current does not exceed 400 amps and only single phase power is supplied;*

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CR - Restricted Contractor – reference the Electrical Regulations:

*2(k) "Restricted contractor's certificate" means a contractor's certificate issued in accordance with section 6 restricted to installations where the current does not exceed 800 amps and the voltage does not exceed 750 volts;*

Note: The CR contractor would have a Code 2 or Code 3 status and as a restricted contractor is not permitted to perform either emergency repairs or PWIs (power without inspections) and is restricted in terms of amperage and voltage at 800 amps and 750 volts.

CA - Unrestricted Contractor – reference the Electrical Regulations:

*2(l) "Unrestricted contractor's certificate" means a contractor's certificate issued in accordance with section 6 and is unrestricted in terms of current, voltage and phase.*

Note: Electrical contractors performing electrical work with a CA designator is unrestricted in terms of amperage, voltage, phase etc. The CA contractor can perform emergency repairs and PWIs.

All Code-1 contractors would have the CA designator. The CA designator would allow a contractor to verify their permitted electrical installation. The Code-1 contractor would have to provide DGSNL with two working days notice (sending in of the Electrical Contractor's Representative Report) before sheathing is permitted (insulation, vapor barrier, drywall...etc).