

<b>Title</b>	<b>Write electrical industry service reports</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>2</b>

<b>Purpose</b>	People credited with this unit standard are able to write electrical industry service reports.
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<b>Classification</b>	Electrical Engineering > Core Electrical
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<b>Available grade</b>	Achieved
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### Explanatory notes

- 1 This unit standard has been developed for learning and assessment on-job.
- 2 This unit standard and unit standards 750, 15870, 15852, and 15866 meet the assessment requirements of ERAC CEPC 30.
- 3 Definitions  
*CEPC* – Critical Essential Performance Capabilities.  
*EPC* – Essential Performance Capabilities.  
*ERAC* – Electrical Regulatory Authorities Council.  
*EWRB* – *Electrical Workers Registration Board*.  
*Industry practice* – those practices that competent practitioners within the industry recognise as current industry best practice.  
*Safe and sound practice* – as it relates to the installation of electrical equipment is defined in AS/NZS 3000:2007, *Electrical Installations (known as the Australian/New Zealand Wiring Rules)*.
- 4 Range
  - a Candidates may refer to current legislation and Standards during assessment.
  - b Demonstration of safe working practices and installation in accordance with *safe and sound practice* are essential components of assessment of this unit standard.
  - c All activities and evidence presented for all outcomes and evidence requirements in this unit standard must be in accordance with:
    - i legislation;
    - ii policies and procedures;
    - iii ethical codes;
    - iv Standards – may include but are not limited to those listed in Schedule 2 of the Electricity (Safety) Regulations 2010;
    - v applicable site, enterprise, and industry practice; and,
    - vi where appropriate, manufacturers' instructions, specifications, and data sheets.

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### Outcomes and evidence requirements

#### Outcome 1

Write electrical industry service reports.

Range evidence of three service reports is required.

### Evidence requirements

- 1.1 Ensure that all information in the service reports is factual, complete, concise, and relevant and that vocabulary, including technical terms is relevant, precise, clear, and contributes to the intention of the report.
- 1.2 Ensure that the reports identify all events and actions and that data sources and references are listed.

Range location, equipment, what occurred, next steps.

- 1.3 Ensure that the structure and content of the reports is in a logical order and punctuation, spelling, and grammatical errors do not appreciably affect the intention of the reports.

<b>Planned review date</b>	31 December 2019
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### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	21 July 2016	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0003
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

### Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

### Comments on this unit standard

Please contact The Skills Organisation [reviewcomments@skills.org.nz](mailto:reviewcomments@skills.org.nz) if you wish to suggest changes to the content of this unit standard.