

Guideline to assist in the preparation of the supplementary form to the renewal application for electrical equipment certificate of approval

This guide is designed to assist you with your application for renewal of a certificate of approval of a type of electrical equipment. It should be read in conjunction with the 'guidelines and checklist to assist in the renewal application for an electrical equipment certificate of approval. Approval for a type of electrical equipment may be renewed for a period of up to five years. When an approval expires the equipment can no longer be sold in Queensland or in any state or territory where the Queensland approval was recognised. This includes any items that may already be at retailers, wholesalers or distributors, as well as any items still being imported or manufactured.

Form 33A is designed to be used in conjunction with Form 33, if any previously approved models or general modifications are required to be renewed along with the original model being renewed.

Section 1 — Approval details

Original approval number: This is the certificate number on the original certificate of approval found on form 33. This number should be entered here.

Original model number: This is the model number on the original certificate of approval found on form 33. This number should be entered here.

Section 2 — Additional models

If you require renewal of additional models previously approved, please include them in this section, please list the new model number and which model number it is similar to and then list the differences. For example:

model number	similar to	model number	except for	list the difference.	Date of issue of attachment to certificate
DEF456	similar to	ABC123	except for	trade name AAABBB & different enclosure shape	25/06/09
BBBCCC	similar to	ABC123	except for	trade name runner.	30/05/05

Additional models and their description should be listed as per the wording on the 'attachment to certificate' documents that were issued to when you originally made the application for modification to add these models to the certificate of approval.

Section 3 — General modification details

To renew previously approved general modifications, provide details of changes such as components, shape, colour, features, new trade name, etc.

The general modifications and their descriptions should be as per the wording on the attachment to certificate documents that were issued when you originally made application for modification for these changes to the certificate of approval.

Section 4 — Declaration

The declaration must be signed by an authorised person who by their position or appointment has authority to act on behalf of the applicant. By signing the application form you are declaring that all of the information provided on the form is true and correct to the best of your knowledge. The department may request evidence in support of any information provided in the application.

There are substantial penalties under the *Electrical Safety Act 2002* for making a statement to the department that you know is false or misleading.

Need more information?

Contact the Electrical Safety Office:

Telephone: 1300 650 662 (within Queensland)

Telephone: (07) 3247 4711 (interstate)

Telephone: +61 7 3247 9439 (international)

Facsimile: +61 7 3406 3808

Email: equipmentsafety@deir.qld.gov.au

Website: www.electricalsafety.qld.gov.au

Supplementary form to renewal application

This form is to be completed in accordance with the attached guidelines. Please complete the form in BLOCK LETTERS.



Form 33A
V4.06-2009

Electrical Safety Act

1 Approval details

Original approval number: _____

Original model number: _____

2 Additional models - Only the original model listed on Form 33 and the models listed below will be renewed

Model number	Similar to	Model number	Except for	List the difference	Date of issue on attachment to certificate

3 General modification – additional general modification to be renewed on existing approval

4 Declaration

I/We declare that the information stated above is a true statement and that, to the best of my/our knowledge, the equipment referred to above has been tested and examined in accordance with the appliance specifications to demonstrate the safety outcomes of the required standards under the Electrical Safety Regulation 2002.

Authorised person:

Signature:

Date:

Privacy statement: The Department of Justice and Attorney-General respects your privacy and is committed to protecting your personal information. The information provided on this form is for the purpose of applying for approval of a type of electrical equipment and monitoring compliance under the *Electrical Safety Act 2002*, and will be managed within the requirements of Information Standard 42. The department may be required to disclose your personal information to other government agencies, entities or persons as may be required by law or that are outsourced functions. This information may also be used for statistical research, information provision and evaluation of our services. We will assume that we have your permission to do this unless you tell us otherwise. You can do this at any time by contacting the Electrical Safety Office on 1300 650 662. Further information on our privacy policy is available at www.electricalsafety.qld.gov.au.