

B) WORK EXPERIENCE/PERFORMANCE

To be undertaken under a relevant 'provisional license' arrangement with an employer in the workplace. Training is to be undertaken under appropriate supervision and recorded via an approved workplace recording system (e.g. eProfiling). Aspects to be addressed include:

- Language, literacy and numeracy requirements of each competency standard unit;
- Responsibilities in working in an Australian Competency Based Training (CBT) context;
- Wiring and equipment installation in accordance with AS/NZ 3000 Australia/New Zealand Wiring Standards and related called up standards for refrigeration and air-conditioning;
- Multiple Earth Neutral (MEN) system;
- Standards, codes of practice and guidelines for working safely with electrical and refrigeration and air conditioning installations, equipment and gases;
- Verification and testing of and refrigeration and air-conditioning wiring, piping and equipment;
- Local service and installation rules; and
- Occupational Health and Safety and environmental requirements.

C) FINAL COMPLIANCE ASSESSMENT

You must undertake a compliance assessment that is in accordance with the relevant regulatory and industry policy that covers verifying the safety and compliance of a refrigeration and air-conditioning installation in Australia.

STEP 6**GAIN FULL QUALIFICATION**

Once you have completed Steps 1 to 5, you will be granted the Certificate III in Refrigeration and Air-Conditioning (UEE31307) from the RTO that delivered the gap training.

STEP 7**GAIN RELEVANT LICENCE(S) (where applicable)**

You will then need to take your qualification and eProfiling report back to the regulator and or regulatory authorities to be issued with the relevant licence(s).

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NOTE: Steps 2 and 3 can be undertaken concurrently or in reverse order.

NOTE: The nationally endorsed qualification referred to in this document is subject to review via continuous improvement processes thus qualifications and units referenced are subject to change. Please consult the NTIS website www.ntis.gov.au or EE-Oz Training Standards website www.ee-oz.com.au for information about the current version of this qualification and units and any equivalences that may apply.

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CONGRATULATIONS

Congratulations on successfully completing a skills assessment conducted by VETASSESS in the technical component for the Certificate III in Refrigeration and Air-Conditioning (UEE31307) qualification and on being issued with an Offshore Technical Skills Record (OTSR).

An OTSR entitles the holder to a provisional or temporary licence as a refrigeration and air-conditioning mechanic depending on the state or territory licensing categories.

To achieve the full Certificate III in Refrigeration and Air-Conditioning (UEE31307) gap training, which focuses on the relevant Australian content and standards you must undertake further training in Australia. A period of supervised work experience in Australia is also needed before you can apply for relevant licence(s).

The gap training advice document supplied with your OTSR outlines the requirements to be undertaken on arrival in Australia.

The gap training program will include:

- gaining essential knowledge and skills from a Registered Training Organisation (RTO);
- completing work experience under appropriate supervision and recording it using an approved workplace recording system; and
- passing a compliance assessment that covers verifying the safety and compliance of underground electricity network cable installations, including all the relevant and mandatory tests, in Australia in accordance with the relevant standards of the jurisdiction.

The following information kit has been specifically developed for the trade skill offshore assessments by VETASSESS in the following countries: United Kingdom; India; Sri Lanka; South Africa; and the Philippines for selected trade occupations. This is one of many pathways of general skilled migration to Australia.

The kit provides guidance and relevant information regarding how to progress towards completion of the qualification and issuance of the relevant occupational licence(s) as well as other useful information you may need to know about the Australian electrotechnology industry and training sector.

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STEP 5

UNDERTAKE THE IDENTIFIED GAP TRAINING

The RTO will deliver the identified gap training and collect evidence of your on-the-job experiences with an employer via the eProfiling system.

The gap training will include:

- Essential knowledge and skills;
- Completing the work experience/performance requirements; and
- A final compliance assessment.

A) ESSENTIAL KNOWLEDGE AND SKILLS

This content is delivered by the RTO. Aspects to be addressed include:

- Reading, writing and numeracy indicators of skills/competencies in each competency standard;
- Occupational Health and Safety in Australia;
- Responsibilities in working in an Australian Competency Based Training (CBT) context;
- Multiple Earth Neutral (MEN) system;
- Refrigeration and Air-Conditioning Safe Working Practice
- Restricted Electrical Safe Working Practice; and
- Refrigeration and Air-Conditioning Installation – Testing and Verification.

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STEP 4

CONTACT ePROFILING

Australian regulators require evidence that broad experience has been gained on-the-job and require this evidence to be formally gathered and documented. The industry endorsed method of gathering this evidence is the eProfiling system.

eProfiling is an innovative electronic workplace skill development tracking system that records and reports on the work experiences of the learner. eProfiling works by regularly measuring the progress of a learner against industry agreed, predetermined advisory targets directly linked to national competency standard units.

To register for eProfiling (e-LogBook) please contact the eProfiling National Office on 1300 477 808. For more information please visit the eProfiling website www.eprofiling.com.au.

Once you have registered you will be issued an e-LogBook registration code and password to allow you to record the details of your work experiences on a weekly basis via the internet. Paper based eProfiling cards are also available on request.



OVERVIEW OF THE PROCESS IN AUSTRALIA



NOTE: Steps 2 and 3 can be undertaken concurrently or in reverse order.

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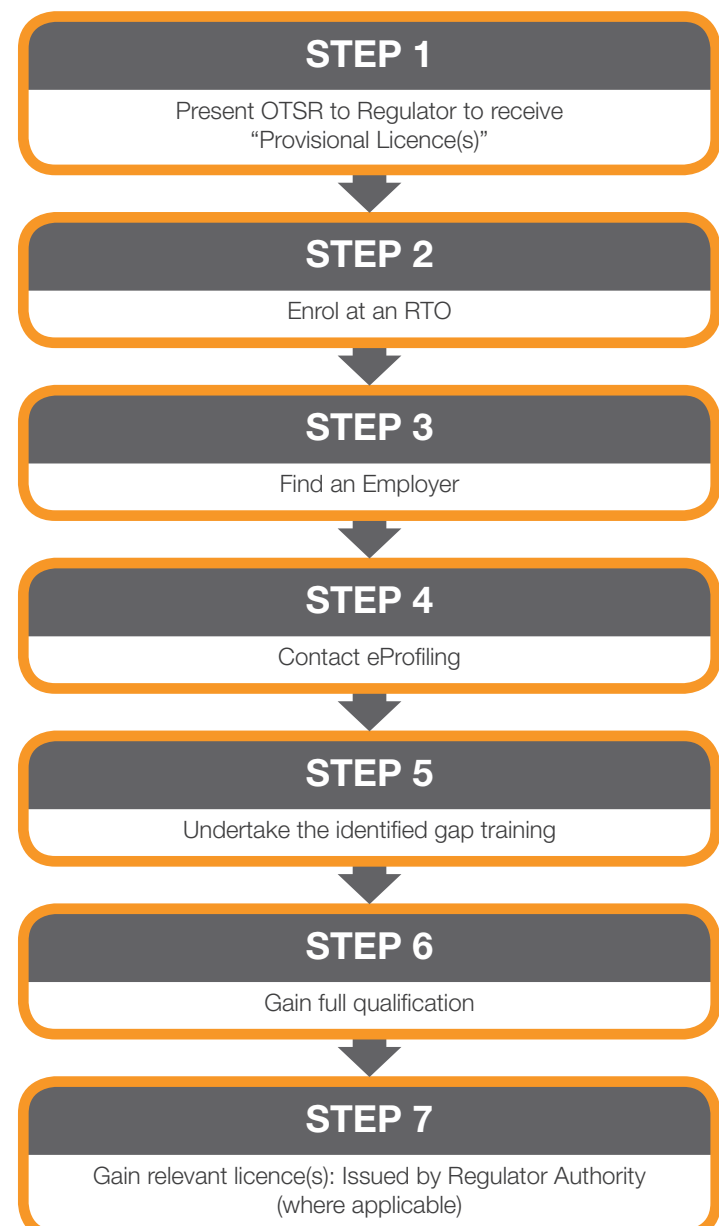
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OVERVIEW OF THE PROCESS IN AUSTRALIA



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STEP 1

GO TO YOUR LOCAL INDUSTRY REGULATOR AND PRESENT YOUR OTSR TO BE ISSUED WITH A PROVISIONAL OCCUPATIONAL LICENSE/PERMIT TO ALLOW YOU TO WORK IN AUSTRALIA

The Offshore Technical Skills Record (OTSR) lists the technical skills that have been demonstrated against the UEE31307 Refrigeration and Air-Conditioning qualification. It also lists the gap that needs to be met to achieve all the competency standard units comprising the qualification and to meet the full requirements of the UEE31307 qualification.

Australian ElectroComms and EnergyUtilities regulators have agreed to provide a provisional (restricted) licence upon presentation of an OTSR. This permit allows candidates to work in Australia under the supervision of an employer, while the 'Australian knowledge' component of each competency standard unit is completed.

The Australian Refrigeration and Air-Conditioning industry also requires operatives to hold the following licences:

- Refrigerant Handling Licence; and
- Restricted Electrical Licence.

These licenses are issued by the regulator upon completion of UEE31307 Certificate III in Refrigeration and Air-Conditioning qualification.

The contact details for each of the Australian industry regulators are included in Table 1.

EMPLOYEE ASSOCIATIONS ELECTRICAL TRADES UNION (ETU)		
STATE	PHONE	EMAIL
ACT	02 6163 6666	etucanberra@etunsw.asn.au
NSW	02 9267 4844 (Sydney) 02 4968 2488 (Newcastle) 02 4229 8711 (Wollongong)	etunsw@etunsw.asn.au (Sydney) etunewcastle@etunsw.asn.au (Newcastle) etuwollongong@etunsw.asn.au (Wollongong)
NT	08 8941 2300	alanpaton@octa4.net.au
QLD	07 3846 2477 (Brisbane) 07 4972 6676 (Central QLD) 07 4953 4799 (Mackay) 07 4772 3122 (North QLD)	NA cepucq@bigpond.com etu_mackay@bigpond.com cepuelectrical@bigpond.com
SA	08 8234 2130	cepusaed@bigpond.com
TAS	03 6228 0098	kevin@etu.asn.au
VIC	03 8329 0000	etu@etu.asn.au
WA	08 9440 3522	les@etuwa.com.au

TABLE 5:

CONTACT DETAILS FOR REFRIGERATION AND AIR-CONDITIONING ASSOCIATIONS

ORGANISATION	CONTACT	PHONE	EMAIL
Refrigeration and Air-Conditioning Contractors Association (RACCA)	National President Kevin O'Shea	02 8577 5777	kevin@coldrae.com.au
Air-Conditioning and Mechanical Contractors Association (AMCA)	Executive Director David Eynon	03 9888-8266	natamca@amca.com.au
Air-Conditioning and Refrigeration Equipment Manufacturers Association of Australia (AREMA)	National President Bill Robertson	02 9605-0020	brobertson@torin.com.au
Australian Institute of Refrigeration Air-Conditioning and Heating (AIRAH)	General Manager Ian Scott	03 8623 3026	ian@airah.org.au
Appliance Industry Association (AIA)	David Harpley	1300 659 979	dmin@appliance.asn.au
Australian Refrigeration Council (ARC)	CEO Alan Woodhouse	03 9843 1600	awoodhouse@arctick.org

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STEP 3

FIND AN EMPLOYER

Once you have arrived in Australia you must find an employer. An employer can be found via a number of ways:

- check the jobs section of local papers;
- check employment websites;
- contact your local employer/employee association; and
- Centrelink job search.

Table 4 lists the contact details for electrical industry employer and employee representative associations.

Table 5 lists the contact details for the refrigeration and air-conditioning associations.

TABLE 4:

CONTACT DETAILS FOR EMPLOYER/EMPLOYEE ASSOCIATIONS

EMPLOYER ASSOCIATIONS NATIONAL ELECTRICAL CONTACTING ASSOCIATION (NECA)		
STATE	PHONE	EMAIL
ACT	02 6280 5580	necaact@neca.asn.au
NSW	02 9744 1099 Or 1300 361 099	necansw@neca.asn.au
NT	08 8922 9666	info@tcant.com.au
QLD	1300 794 846	necaq@neca.asn.au
SA	08 8272 2966	neca@necasa.asn.au
TAS	03 6236 3656	neca@tcci.com.au
VIC	03 9645 5533	necavic@neca.asn.au
WA	08 9321 8637	ecawa@eca.asn.au
EMPLOYER ASSOCIATIONS ELECTRICAL AND COMMUNICATIONS ASSOCIATION (ECA)		
QLD	07 3251 2444	info@ecaq.asn.au

TABLE 1:

CONTACT DETAILS OF REGULATORS FOR THE AUSTRALIAN ELECTROTECHNOLOGY INDUSTRY

STATE	ORGANISATION	PHONE	WEBSITE
NSW	Office of Fair Trading	02 9895 0111	www.fairtrading.nsw.gov.au/building.html
Vic	Energy Safe Victoria	03 9203 9700	www.esv.vic.gov.au
Qld	Electrical Safety Office Department of Employment and Industrial Relations	07 3225 2000	www.deir.qld.gov.au
SA	Office of Consumer and Business Affairs	08 8204 9696	www.ocba.sa.gov.au/licensing
WA	Energy Safety Department of Consumer and Employment Protection	08 9422 5282	www.energysafety.wa.gov.au
Tas	Electricity Standards and Safety Workplace Standards Tasmania	03 6233 7831	www.wst.tas.gov.au/electricity
ACT	ACT Planning and Land Authority	02 6207 1923	www.actpla.act.gov.au/customer_information/industry
NT	Electrical Licensing Board	08 8999 5516	www.electricallicensing.nt.gov.au

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SA	08 8272 2966	neca@necasa.asn.au
TAS	03 6236 3656	neca@tcci.com.au
VIC	03 9645 5533	necavic@neca.asn.au
WA	08 9321 8637	ecawa@eca.asn.au
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NSW	Office of Fair Trading	02 9895 0111	www.fairtrading.nsw.gov.au/building.html
Vic	Energy Safe Victoria	03 9203 9700	www.esv.vic.gov.au
Qld	Electrical Safety Office Department of Employment and Industrial Relations	07 3225 2000	www.deir.qld.gov.au
SA	Office of Consumer and Business Affairs	08 8204 9696	www.ocba.sa.gov.au/licensing
WA	Energy Safety Department of Consumer and Employment Protection	08 9422 5282	www.energysafety.wa.gov.au
Tas	Electricity Standards and Safety Workplace Standards Tasmania	03 6233 7831	www.wst.tas.gov.au/electricity
ACT	ACT Planning and Land Authority	02 6207 1923	www.actpla.act.gov.au/customer_information/industry
NT	Electrical Licensing Board	08 8999 5516	www.electricallicensing.nt.gov.au

STEP 2

ENROL AT A RTO

Registered Training Organisations (RTOs) will view the OTSR as evidence of your prior learning contributing to the qualification. Participating RTOs in each state or territory will deliver the identified gap training to meet the qualification and licensing requirements. This training is provided for a fee that is determined by the RTO. A list of participating RTOs is included in Table 2 and 3.

You are required to undertake the identified gap training and gain the required workplace experience, under the supervision of an employer.

Once you have successfully completed the necessary training, both at the RTO and in the workplace, the RTO will issue your qualification; the Certificate III in Refrigeration and Air-Conditioning.



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TABLE 2:

LIST OF RTOs THAT HAVE INDICATED THAT THEY WILL OFFER GAP TRAINING

RTO	STATE	WEBSITE
Canberra Institute of Technology (CIT)	ACT & NSW	www.cit.act.edu.au
Queensland Electrical Training	NSW	www.qet.edu.au
TAFE NSW – Illawarra Institute	NSW	www.illawarra.tafensw.edu.au/
TAFE NSW – New England Institute	NSW	www.newengland.tafensw.edu.au
TAFE NSW – North Coast Institute	NSW	www.nci.tafensw.edu.au
TAFE NSW – South Western Sydney Institute	NSW	www.swsi.tafensw.edu.au
TAFE NSW – Sydney Institute	NSW	www.sit.nsw.edu.au
TAFE NSW – Western Institute	NSW	www.tafensw.edu.au
TAFE NSW – Western Sydney Institute	NSW	www.wsi.tafensw.edu.au
Advanced Training International*	NT	www.ati.org.au/
Charles Darwin University (CDU)*	NT	www.cdu.edu.au
Electro Group Training Queensland	QLD	www.group-training.com.au
Skills Tech Australia	QLD	www.skillstech.tafe.qld.gov.au
Sunshine Coast Institute of TAFE	QLD	www.sunshinecoast.tafe.qld.gov.au
PEER VEET*	SA	www.peer.com.au
TAFE SA – Regency Campus*	SA	www.tafe.sa.edu.au
Box Hill Institute of TAFE	VIC	www.bhtafe.edu.au
Skills Tech Australia	VIC	www.skillstech.tafe.qld.gov.au
Sunraysia Institute of TAFE	VIC	www.sunitafe.edu.au
The Australian Institute of Refrigeration Air Conditioning and Heating	VIC	www.airah.org.au

* Possibly will deliver

TABLE 3:

LIST OF RTOs THAT MAY BE ABLE TO DELIVER THE IDENTIFIED GAP TRAINING

RTO	STATE	WEBSITE
Skills Tech Australia	NSW	www.skillstech.tafe.qld.gov.au
Queensland Electrical Training	QLD	www.qet.edu.au
Advanced Technical College – Northern Tasmania	TAS	www.atcnt.com.au
Tasmanian Polytechnic	TAS	www.polytechnic.tas.edu.au
Tasmanian Skills Institute	TAS	www.skillsinstitute.com.au

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TAFE NSW – Illawarra Institute	NSW	www.illawarra.tafensw.edu.au/
TAFE NSW – New England Institute	NSW	www.newengland.tafensw.edu.au
TAFE NSW – North Coast Institute	NSW	www.nci.tafensw.edu.au
TAFE NSW – South Western Sydney Institute	NSW	www.swsi.tafensw.edu.au
TAFE NSW – Sydney Institute	NSW	www.sit.nsw.edu.au
TAFE NSW – Western Institute	NSW	www.tafensw.edu.au
TAFE NSW – Western Sydney Institute	NSW	www.wsi.tafensw.edu.au
Advanced Training International*	NT	www.ati.org.au/
Charles Darwin University (CDU)*	NT	www.cdu.edu.au
Electro Group Training Queensland	QLD	www.group-training.com.au
Skills Tech Australia	QLD	www.skillstech.tafe.qld.gov.au
Sunshine Coast Institute of TAFE	QLD	www.sunshinecoast.tafe.qld.gov.au
PEER VEET*	SA	www.peer.com.au
TAFE SA – Regency Campus*	SA	www.tafe.sa.edu.au
Box Hill Institute of TAFE	VIC	www.bhtafe.edu.au
Skills Tech Australia	VIC	www.skillstech.tafe.qld.gov.au
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Advanced Technical College – Northern Tasmania	TAS	www.atcnt.com.au
Tasmanian Polytechnic	TAS	www.polytechnic.tas.edu.au
Tasmanian Skills Institute	TAS	www.skillsinstitute.com.au

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