

Application for Registration as Electrical Worker
Information required for Documentary Proof provided by Employer

1. Employer's name and electrical contractor registration number (Note: throughout the entire certified working period, the employer should be valid registered electrical contractor.)
2. Date of letter
3. Information of applicant (name and HKID number)
4. Employment period of applicant, including start and end dates
5. Capacity of employment of applicant
6. Details of electrical work of applicant:
 - Type of electrical work and the period of each electrical work carried out, including start and end dates
 - Location of carrying out electrical work (e.g. address of site / building, district, etc.)
 - Type of electrical installation involved
 - Voltage and current rating of electrical installation involved
 - Information of the registered electrical worker (including name and registration number) who supervised the applicant to carry out the electrical work.

The information can be submitted in table form below:

Type of electrical work	Period	Work Location	Type of Electrical Installation	Voltage & Current Rating	Supervising REW
Example 1 Installation and testing of electrical system	1 Jan 2004 to 30 Mar 2006 (Total 2 years 3 months)	Construction site of YYY Estate, XX Road, Shatin, N.T.	Final circuit (including distribution board, wirings, socket outlets)	380V, 200A	Taiman CHAN W999999 Grade A(A0)
Example 2 Periodic testing work (WR2) for electrical installations	1 May 2006 to 30 Sept 2006 (Total 4 months)	XX Building in Mongkok	Main switchboard and riser	380V, not exceeding 400A	Sam CHEUNG W333333 Grade A(A0)
Example 3 Maintenance of electrical installation	15 Oct 2006 to 15 Apr 2009 (Total 2 years 6 months)	ABC Building, Central, Hong Kong	Main switchboard, riser, distribution board, final circuits (including socket outlets, lightings, etc.)	380V, 800A	Simon LEE W444444 Grade B (B0)

7. All documentary proof should be issued in company letterhead and signed by an "Authorized person" of the Registered Electrical Contractor with company chop.