

## INFORMATION BULLETIN – CHANGES TO VEET MANDATORY SAFETY TRAINING (MST) REQUIREMENTS FOR SCHEDULES 13, 14, 15, 17, 21, 26 AND 34

Version 1.0 – 1 June 2017

The Victorian Energy Efficiency Target (VEET) scheme is a Victorian Government initiative promoted as the *Energy Saver Incentive*.

### Contents

1	OVERVIEW .....	1
2	BACKGROUND.....	2
3	CHANGES TO MST REQUIREMENTS.....	2
3.1	RESIDENTIAL SECTOR.....	2
3.2	BUSINESS SECTOR.....	2
3.3	SCHEDULE 26 HIGH EFFICIENCY POOL PUMPS.....	3
3.4	SCHEDULE 34 NON-BUILDING BASED LIGHTING .....	3
4	CHANGES TO THE RISK ASSESSMENT MATRIX.....	3
5	WHO IS IMPACTED BY THESE CHANGES.....	6
6	ACTIONS YOU SHOULD TAKE .....	7
6.1	UPDATE INSTALLER TRAINING INFORMATION.....	7
6.2	UPDATED DOCUMENTS FOR REVIEW .....	7
7	WHERE TO GET HELP .....	7
8	LEGAL CONTEXT FOR THIS DOCUMENT.....	7

## 1 OVERVIEW

This document is to advise accredited persons (APs) and other interested parties of changes to the Victorian Energy Efficiency Target (VEET) mandatory safety training (MST) requirements and the Risk Assessment Matrix available on the [‘VEET Safety and Training’ page of the VEET website](#). These changes have been made by the Essential Services Commission (ESC) in response to recommendations following a safety review of VEET activities.

The new unit of competency requirements formally commence on 1 July 2017. APs undertaking prescribed activities that require MST for installers will need to familiarise themselves with the new requirements, ensure their installers are appropriately trained and update their installer record on the VEET website, if necessary, prior to this date.

## 2 BACKGROUND

In accordance with clause 7 of the *Victorian Energy Efficiency Target Guidelines* (the Guidelines), the ESC may specify units of competency to be undertaken by installers involved in prescribed activities in the Victorian Energy Efficiency Target (VEET) scheme where safety is a concern. Under the clause, the MST requirements must be published on the VEET website, with stakeholders consulted on proposed units and the length of time that an accredited person (AP) will be given to comply with the new requirements.

MST requirements apply to persons wishing to undertake prescribed activities under Schedules 11, 12, 13, 14, 15, 17, 21 and 26 of the *Victorian Energy Efficiency Target Regulations 2008* (the Regulations). Fully qualified and licensed electricians and plumbers, and registered builders, are exempt from the MST requirements provided that the details of their licence are current and correct in their installer record on the VEET website. Current and historical MST requirements can be found in the *Explanatory Note – Creating VEECs from Prescribed Activities* (pp 6-11) available on the [‘Publications page’ of the VEET website](#). MST requirements can be achieved by persons successfully completing a unit of competency and proven by receiving a certificate from the Registered Training Organisation (RTO) that offers the unit.

In addition to adhering to relevant MST requirements, APs have a responsibility to adhere to all requirements, standards and specifications set out in the *Victorian Energy Efficiency Target Act 2007* and the Regulations, with prescribed activities to be undertaken in accordance with all laws, regulations and codes of practice applicable to that activity.

## 3 CHANGES TO MST REQUIREMENTS

### 3.1 RESIDENTIAL SECTOR

The unit of competency CPCPCM2023A – *Carry out OHS requirements* has been superseded and replaced by CPCPCM2043A – *Carry out WHS requirements*, effective from 1 July 2017.

Please refer to **Table 1** below for an outline of the updated MST requirements for residential activities applicable from 1 July 2017.

### 3.2 BUSINESS SECTOR

The unit of competency CPCPCM2023A – *Carry out OHS requirements* has been superseded and replaced by CPCPCM2043A – *Carry out WHS requirements*, effective from 1 July 2017.

Please refer to **Table 2** below for an outline of the updated MST requirements for business activities applicable from 1 July 2017.

### 3.3 SCHEDULE 26 HIGH EFFICIENCY POOL PUMPS

The MST requirements for installations of Schedule 26 have been updated to reflect the same MST requirements as Schedule 17 in both the residential and business sectors.

### 3.4 SCHEDULE 34 NON-BUILDING BASED LIGHTING

Accredited persons (APs) must use the Training Identification Matrix to determine the units of competency required for Schedule 34 – Non-Building Based Lighting installations. The Training Identification Matrix has been updated to add the following units:

- RIIWHS204D – *Work Safely at Heights*
- CPCPCM2043A – *Carry out WHS Requirements*

In addition, from 1 July 2017 the unit of competency CPCCOHS1001A – *Work Safely in the Construction Industry* will be removed as an option for satisfying the installer qualifications declaration.

**Note:** A drafting error within the Training Identification Matrix has been rectified. Specifically, 'or' has been replaced with 'and' within the unit of competency options for mitigating risks associated with 'working at heights', 'operation of EWP (scissor-type)' and the 'operation of EWP (boom-type) – Under 11 metres' installation environments.

Please refer to *Explanatory Note – Non-Building Based Lighting Upgrades. Part 1: Activity Guidance* and the *Training Identification Matrix and Installer Qualifications Declaration* for the updated units of competency.

## 4 CHANGES TO THE RISK ASSESSMENT MATRIX

The ESC has updated the Risk Assessment Matrix available on the 'Safety and Training' page of the VEET website.

This matrix was developed in accordance with qualitative risk analysis methodology AS/NZS ISO 31000:2009 and intends to assist APs to comply with the various legal requirements of undertaking VEET prescribed activities.

**Note:** The Risk Assessment Matrix should not be relied upon as substitute for legal advice and should be read in conjunction with relevant safety legislation.

Table 1: Residential sector Mandatory Safety Training requirements from 1 July 2017

Activity	Sector	Mandatory Safety Training						
<b>External window activities*</b> (Schedules 13 & 14)  <b>Weather sealing*</b> (Schedules 15A, 15B, 15C, 15E & 15F)  <b>Shower rose*</b> (Schedule 17)  <b>Incandescent lighting replacement **</b> (Schedules 21A & 21B)  <b>Pool pumps*</b> (Schedule 26)	Residential	<b>VU21858</b> Minimise health and safety risk when retrofitting for energy and water efficiency	AND	<b>VU21859</b> Undertake retrofitting to improve energy and water efficiency  <b>VU20790</b> Undertake retrofitting to improve energy and water efficiency exp 31/12/2015 valid to 31/12/2017  <b>VPAU381</b> Undertake retrofitting to improve energy and water efficiency exp 31/01/2012 valid to 31/12/2017	<b>AND</b> (except for shower rose & pool pumps)	<b>CPCCCM2010</b> Work safely on scaffolding higher than two metres		
		OR				<b>CPCCOHS2001A</b> Apply OHS requirements, policies & procedures in the construction industry	OR	OR
		OR				<b>CPCPCM2043A</b> Carry out WHS requirements	OR	<b>RIIWHS204D</b> Work safely at heights
		OR				<b>VU20781</b> Minimise health and safety risk when retrofitting homes for energy and water efficiency exp 31/12/2015 valid to 31/12/2017	OR	OR
		OR				<b>CPCPCM2023A</b> Carry out OHS requirements exp 01/07/2017	OR	<b>CPCCCM2010B</b> Work safely at heights exp 08/09/2016
		OR				<b>CPCPCM2003A</b> Carry out OHS requirements exp 20/07/2016	OR	OR
		OR				<b>CPCCOHS1001A</b> Work safely in the construction industry exp 31/01/2012	OR	<b>CPCCCM2010A</b> Work safely at heights exp 06/02/2013
		OR					OR	OR
		OR					OR	<b>CPCCCM1006A</b> Work safely at heights exp 18/05/2011
		OR					OR	OR
<b>Incandescent lighting replacement</b> (Schedules 21C, 21D, 21E & 21F)  <b>Weather sealing</b> (Schedule 15D)	Residential	<b>Licensed Electrician</b>						

Table 2: Business sector- Mandatory Safety Training requirements from 1 July 2017

Activity	Sector	Mandatory Safety Training					
<b>External window activities*</b> (Schedules 13 & 14)  <b>Shower rose*</b> (Schedule 17)  <b>Incandescent lighting replacement * #</b> (Schedules 21A & 21B)  <b>Pool pumps*</b> (Schedule 26)	Business	<b>VU21858</b> Minimise health and safety risk when retrofitting for energy and water efficiency	AND	<b>VU21859</b> Undertake retrofitting to improve energy and water efficiency	<b>CPCCCM2010</b> Work safely on scaffolding higher than two metres		
		OR				<b>CPCCOHS2001A</b> Apply OHS requirements, policies & procedures in the construction industry	OR
		OR					<b>RRIWHS204D</b> Work safely at heights
		OR				<b>CPCPCM2043A</b> Carry out WHS requirements	
		OR					<b>VU20790</b> Undertake retrofitting to improve energy and water efficiency exp 31/12/2015 valid to 31/12/2017
		OR				<b>VU20781</b> Minimise health and safety risk when retrofitting homes for energy and water efficiency exp 31/12/2015 valid to 31/12/2017	
		OR					<b>VPAU381</b> Undertake retrofitting to improve energy and water efficiency exp 31/01/2012 valid to 31/12/2017
		OR				<b>CPCPCM2023A</b> Carry out OHS requirements exp 01/07/2017	
		OR					<b>CPCPCM2003A</b> Carry out OHS requirements exp 20/07/2016
		OR				<b>CPCCOHS1001A</b> Work safely in the construction industry exp 31/01/2012	
<b>CPCCCM1006A</b> Work safely at heights exp 18/05/2011							
<b>Lighting upgrade (building based and non-building based) activities</b> (Schedule 34)  <b>Incandescent lighting replacement</b> (Schedules 21C, 21D, 21E & 21F)	Business	Licensed Electrician					

\* Fully qualified and licensed electricians, plumbers and registered builders do not need to fulfil these MST requirements but must instead submit evidence of their licence to the ESC before engaging in prescribed activities.

# Any 21A or 21B installations that require wiring must be undertaken by a licensed electrician.

## 5 WHO IS IMPACTED BY THESE CHANGES

The changes to MST requirements will impact on APs who are intending to undertake one or more of the following prescribed activities from 1 July 2017 (Residential or Business):

- Schedule 13 – Thermally efficient window
- Schedule 14 – Installation of product on single glazed window raising thermal efficiency
- Schedule 15A, 15B, 15C, 15E and 15F – Weather sealing
- Schedule 17 – Low flow shower rose
- Schedule 21A – Low energy general lighting service (GLS) lamps
- Schedule 21B – Low energy reflector lamps
- Schedule 26 – Installation of high efficiency pool pumps

The changes to the Training Identification Matrix will impact on APs who intend to undertake non-building based lighting activities in the future.

The changes to the Risk Assessment Matrix will impact on APs who are currently using the Risk Assessment Matrix as a guide for meeting the various legal requirements of undertaking VEET prescribed activities.

## 6 ACTIONS YOU SHOULD TAKE

### 6.1 UPDATE INSTALLER TRAINING INFORMATION

Impacted APs should review and note the changed MST requirements, amended documentation and updated Risk Assessment Matrix.

For schedules 13, 14, 15A, 15B, 15C, 15E, 15F, 21A & 21B, any installer seeking to undertake training from 1 July 2017 needs to be trained in accordance with the new MST requirements. *Existing* installers undertaking activities under these schedules will not be required to undertake any additional units at this time.

Please note, guidance is provided for APs on how to update their installer information in the '*Website User Manual for Account Holders*', available to logged in users under the 'Help' section of the [VEET website](#).

### 6.2 UPDATED DOCUMENTS FOR REVIEW

APs should familiarise themselves with updates to the following documents, available on the VEET website:

- *Explanatory Note – Creating VEECs from Prescribed Activities*
- *Explanatory Note – Non-Building Based Lighting Upgrades. Part 1: Activity Guidance*
- *Non-Building Based Lighting Upgrade (34) – Training identification matrix and installer qualifications declaration*

## 7 WHERE TO GET HELP

If you have any questions in respect of matters set out in this information bulletin, please contact VEET Support on (03) 9032 1310 or [veet@esc.vic.gov.au](mailto:veet@esc.vic.gov.au).

## 8 LEGAL CONTEXT FOR THIS DOCUMENT

This document should not be relied upon as a substitute for legal advice and should be read in conjunction with the Regulations. In the event of inconsistency between this document and the Regulations, the content in the Regulations takes precedence.