

STATUTORY INSTRUMENT

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CERTIFICATION (ELECTRICAL CONTRACTORS, MANUFACTURERS AND IMPORTERS OF ELECTRICAL MATERIALS AND EQUIPMENT) RULES, 2019

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STATUTORY INSTRUMENT NO. 19 OF 2019

Published 13th day of December, 2019

**SIERRA LEONE ELECTRICITY AND WATER
REGULATORY COMMISSION ACT, 2011
(ACT NO. 13 OF 2011)**

CERTIFICATION (ELECTRICAL CONTRACTORS, MANUFACTURERS AND IMPORTERS OF ELECTRICAL MATERIALS AND EQUIPMENT) **Short title**
RULES, 2019

In exercise of the powers conferred upon it by section 66 of the Sierra Leone Electricity and Water Regulatory Commission Act, 2011, the Commission makes the following rules –

PART I – PRELIMINARY

1. In these rules, unless the context otherwise requires –

Interpretation

“Act” means the Sierra Leone Electricity and Water Regulatory Commission Act, 2011;

“approved standard” means a standard adopted or recommended by the Standards Bureau for application in Sierra Leone;

“artisan” means an electrician who is qualified through an apprenticeship programme and has been so certified;

“associate engineer” means a person with the technical school certificate Level 4 of NCTVA certified for level 4 in construction or the equivalent in a relevant field;

“consultant” means an engineer or engineering company which has been issued with a certificate to provide services relating to the design, engineering, procurement and construction or project supervision;

“contractor” means an individual or a company that has been certified to undertake electrical or electromechanical contracting, including installation and maintenance;

“contracting company” means an electrical or electromechanical entity which is registered with the related trades certificate;

“Council” means the Sierra Leone Professional Engineers Registration Council established under section 2 of the Professional Engineers Act 1990;

“electrical activity” includes electrical design, installation, maintenance, testing, inspection, contracting, consultancy, inspection and the manufacture and importation in various electric electrical goods and materials;

“electrical professional” means an engineer of all classes or a technician of all grades or both that has an electrical or relevant technical educational qualification of a degree, diploma or certificate in electrical or technical training;

“engineer” means a person with a Bachelor of Science or engineering degree or higher or their equivalent qualification in an approved course in electrical or mechanical engineering from a recognized university or equivalent institution and is a member of the Professional Engineers of Sierra Leone and is duly recognized as such by the Council;

“experience” means verifiable previous personal involvement in or practice of electrical or electromechanical and other related activities;

“import” relates to the importation of electrical goods and materials;

“importer” means a person certified to import electrical goods and materials;

“inspector” means a person certified to undertake the inspection and testing of new, existing or rehabilitated facilities;

“junior technician” means a person who has completed the Level 1 of NCTVA and successfully undergone at least six months of technical training from a recognised training centre or a supervised mentorship or apprenticeship programme;

“manufacturer” means a person certified to produce electrical goods and materials;

“NCTVA” means the National Council for Technical, Vocational and Other Academic Awards established under the National Council for Technical, Vocational and Other Academic Awards Act 2001;

“material and equipment” include electrical plant, equipment, cable, wires and appliances;

“senior technician” means a person with the technical school certificate Level 3 of NCTVA certified for level 3 in construction or the equivalent in a relevant field;

“technician” means a person with the technical school certificate Level 2 of NCTVA certified for construction or the equivalent in a relevant field.

- 2.** These Rules shall apply to electrical professionals or **Application** electrical companies that undertake –
- (a) electrical activities which includes –
 - (i) electrical design;

- (ii) installation;
- (iii) maintenance;
- (iv) testing;
- (v) inspection;
- (vi) contracting;
- (vii) consultancy;

- (b) electromechanical activities;
- (c) manufacture of electrical goods and materials;
- (d) importation of electrical goods and materials.

PART II – APPLICATION FOR CERTIFICATE AND OTHER RELATED PROVISIONS

3. A person shall not undertake any activity under these rules unless that person holds a certificate issued by the Commission for that specific purpose.

**Requirement
for a permit**

4. (1) A person wishing to undertake any activity under these rules shall submit a written application to the Commission in the prescribed form.

**Application for
certificate**

(2) A person applying for an –

- (a) electrical professional certificate shall fill out the form set out in Schedule 1-A;
- (b) electrical contractor’s certificate shall fill out the form set out in Schedule 1-B;
- (c) electrical consultant or inspector’s certificate shall fill out the form set out in Schedule 1-C;
- (d) electrical manufacturer’s certificate shall fill out the form set out in Schedule 1-D;

(e) importer's certificate shall fill out the form set out in Schedule 1-E.

(3) The applicant shall –

(a) attach all relevant documentation to the application form;

(b) sign the application and address it to the Commission;

(c) pay the prescribed fee as determined by the Commission and published in the Gazette; and

(d) deliver the application by post or email.

5. (1) The Commission shall –

Issuance of certificate

(a) acknowledge receipt of the application made under rule 4 within 10 days of receiving the application;

(b) inform the applicant in writing of its decision within 30 days of receiving the application.

(2) The Commission shall issue a certificate to the successful applicant subject to the applicant meeting the requirement set out in the Act or statutory instruments made under the Act.

(3) Where the Commission refuses the application it shall communicate its decision to the applicant within 30 days stating the reasons for the refusal.

6. Subject to these rules the Commission shall issue any of the following certificate –

Types of Certificates

(a) electrical professional's certificate

(b) electrical contractor's certificate

(c) consultant's or inspector's certificate

(d) manufacturer's certificate; and

(e) importer's certificate.

7. The applicant whose application is successful shall pay the certificate fee as determined by the Commission and published in the Gazette.

**Certificate
Fee**

8. (1) A certificate issued under these rules shall be valid for a period of 3 years in the case of an individual and 5 years in the case of a corporate body.

**Duration of
Certificate**

(2) A certificate may be renewed at the end of its term subject to the holder complying to the terms and conditions of the certificate.

9. A holder of a certificate shall pay an annual fee as determined by the Commission and published in the Gazette.

Annual fee

10. (1) The Commission may suspend or cancel a certificate where it is satisfied that -

**Suspension or
cancellation
of certificate**

(a) the holder has contravened a term or condition of the certificate;

(b) the holder has given information to the Commission which is false or misleading;

(c) it is in the public's interest to do so.

(2) When the Commission has grounds for the suspension or cancellation of a certificate it shall notify the holder of its intention and shall give the holder an opportunity to show cause why the certificate should not be suspended or cancelled.

(3) Where the holder of the certificate is unable to persuade the Commission or fails to respond to the notice, the Commission shall proceed to suspend or cancel the certificate in accordance with section 35 of the Act.

(4) The Commission shall restore the certificate when the holder remedies the matter that gave rise to the cancellation or suspension.

**PART III – CATEGORIES OF CERTIFICATE
ELECTRICAL PROFESSIONAL’S CERTIFICATION**

11. (1) The Commission shall categorise the electrical professional’s certification into the following categories –

**Electrical
Professional’s
Certificate**

- (a) engineer;
- (b) associate engineer;
- (c) senior technician;
- (d) technical;
- (e) junior technical
- (f) artisan

(2) The Commission shall classify the categories outlined under sub-rule (1) in accordance with the applicant’s education and experience as follows –

- (a) Class A;
- (b) Class B;
- (c) Class C; and
- (d) Class D

(3) The qualification criteria for each class outlined under sub-rule (2) shall be as set out under Schedule 2A.

(4) The technical work limit for each class of electrical professionals shall be as set out under Schedule 2B.

ELECTRICAL CONTRACTOR'S CERTIFICATION

12. (1) The Commission shall categorise the electrical contractor's certification into the following categories –

Electrical Contractor's Certification

- (a) Class 1;
- (b) Class 2;
- (c) Class 3;
- (d) Class 4;
- (e) Class 5.

(2) The qualification criteria for each class outlined under sub-rule (1) shall be as set out under Schedule 2C.

(3) The technical work limit for each class of electrical contractors shall be as set out under Schedule 2D.

(4) The criteria for evaluating contractors shall be set out in Schedule 3.

(5) The personnel and equipment requirement for contractors shall be set out in Schedule 4.

ELECTRICAL CONSULTANT'S CERTIFICATION

13. (1) The Commission shall categorise the electrical consultant's certification as follows –

Electrical Consultant's Certification

- (a) Class A;
- (b) Class B.

(2) The qualification and experience criteria for each class of electrical consultant shall be as set out under Schedule 2E and Schedule 5 respectively.

(3) The technical work limit for each class of electrical consultant shall be as set out under Schedule 2F.

ELECTRICAL INSPECTOR'S CERTIFICATION

14. (1) The Commission shall categorise the electrical inspector's certification as follows –

Electrical Inspector's Certification

(a) Class A;

(b) Class B.

(2) The qualification and experience criteria for each class of electrical Inspectors shall be as set out under Schedule 2G and Schedule 5.

(3) The technical work limit for each class of electrical inspectors shall be as set out under Schedule 2H.

(4) The Commission shall establish guidelines determining the framework for inspection of electrical installations and works.

ELECTRICAL MANUFACTURER CERTIFICATE

Electrical Manufacturer

15. The holder of a manufacturing certificate shall ensure that –

(a) the material and equipment produced meet the Sierra Leone or approved international standard;

(b) it employs competent personnel of the requisite qualification for the type of material and equipment produced and nature of processes undertaken;

(c) there are adequate facilities for the storage of material and equipment for undertaking the business ;

(d) sound environmental principles are observed during its operations; and

(e) the manufacturing is undertaken with due regard to health and safety of the workmen and the public.

ELECTRICAL IMPORTER'S CERTIFICATE

16. (1) The holder of an electrical importer's certificate shall ensure – **Electrical Importer**

(a) the goods and material imported meet the Sierra Leone or approved international standards; and

(b) an adequate requirement of qualified personnel and facilities are employed in their business.

PART IV – EXAMINATION

17. (1) The Commission may examine an applicant through a written examination, performance test and if it deems it necessary a practical test before the certificate is upgraded or granted. **Evaluation and Grading**

(2) The Commission shall develop or appoint a professional entity to develop a curriculum for the training and continuous education and examination of electrical professionals.

(3) The outline of the curriculum referred to in sub-rule (2) shall be based on the technical codes, standards and rules of practice of the electricity sector.

(4) The Commission may establish a Committee to be known as the Electrical Works Certification Committee which shall be responsible for conducting the written examination, performance and practical tests; or

(5) The Commission may outsource the responsibility of conducting the written examination, performance and practical tests to an appropriate external professional or educational body.

18. (1) The Commission shall notify the applicant in writing of the applicant's written examination, performance and practical tests results. **Examination results and resit**

(2) An applicant who is not successful in a written examination, performance and practical tests conducted by the Commission may re-take the written examination, performance or practical test after six months from the publication of the results.

19. An applicant who has served a minimum 10 years with a governmental agency, licenced public utility company or other relevant organization may apply to the Commission to waive the written examination, performance and practical test requirements.

**Waiving
examination
requirements**

20. The Commission may –

(a) issue guidelines on the procedures for written examination, performance and practical tests; and

**Guidelines for
examination
and tests**

(b) set criteria for waiving the written examination performance and practical tests.

PART V – MISCELLANEOUS PROVISIONS

21. (1) The holder of a certificate shall submit an annual report on its activities for each operation calendar to the Commission.

**Reporting
Requirements**

(2) The report referred to under sub-rule (1) shall be submitted before the end of the first quarter of the following year.

22. (1) The Commission shall maintain a register of certified persons and the type of services they are qualified to perform.

Register

(2) The Commission shall publish the list of certified persons in the *Gazette*.

23. A person who –

(a) is not a holder of a certificate issued by the Commission and undertakes any activity for which a certificate is required under these rules;

Offences

(b) employs persons without a certificate to undertake any activity for which a certificate is required under these rules;

(c) obstructs a member of the Commission or authorised officers of the Commission in the exercise of their duties under the Act or these rules,

(d) fails to comply with other provisions of these rules,

commits an offence punishable under section 65 of the Act.

24. A person who prior to the commencement of these rules was engaged in an activity requiring a certificate under these rules shall within 3 months of the coming into effect of these rules apply for the relevant certificate.

**Transitional
Provision**

SCHEDULE – 1A

Rule 4(2)(a)

APPLICATION FORM FOR CERTIFICATE FOR ELECTRICAL PROFESSIONALS

Application No:

Date Received:

Please fill entire form; add Receipt of Application Fee and 2 Photographs

PART 1 – TYPE OF CERTIFICATE

1. Certificate that applicant is seeking: please check as applicable

- | | | | |
|---|----------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> Engineer | <input type="checkbox"/> Class A | <input type="checkbox"/> Class B | <input type="checkbox"/> Class C |
| <input type="checkbox"/> Associate Engineer | <input type="checkbox"/> Class B | <input type="checkbox"/> Class C | |
| <input type="checkbox"/> Senior Technician | <input type="checkbox"/> Class B | <input type="checkbox"/> Class C | <input type="checkbox"/> Class D |
| <input type="checkbox"/> Technician | <input type="checkbox"/> Class B | <input type="checkbox"/> Class C | <input type="checkbox"/> Class D |
| <input type="checkbox"/> Junior Technician | | <input type="checkbox"/> Class C | <input type="checkbox"/> Class D |
| <input type="checkbox"/> Artisan | | <input type="checkbox"/> Class C | <input type="checkbox"/> Class D |

PART 2

2. Applicant's personal information

1. Full Name:	
2. Date of Birth:	
3. ID / Social Security No.:	
4. Address:	
5. TIN:	
6. Telephone No.:	
7. Email:	

PART 3

3. Applicant's educational record

Type of Training	Dates	School or Institute	Diploma or Degree

PART 4

4. Professional experience

Type of certificate held	Issuing Authority	Certificate No	Issue date

PART 5

5. Verifiable Work Experience: Indicate capacity and nature of practical electrical work performed

Description of Job	Time in Months	Employer	Contact details	Person's details

PART 6

6. References: Provide names of references in the Electrical Industry to be used as references

Reference	Address and Telephone No.

PART 7

7. Remarks: Provide additional information on training and work experience which can help the EWRC

Signature of Applicant and Title

Date

SCHEDULE 1-B

Rule 4(2)(b)

APPLICATION FORM FOR ELECTRICAL CONTRACTORS’ CERTIFICATE
PART A

Application No:	Date Received:
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Please fill entire form and add receipt of Application Fee

1. ELECTRICAL CONTRACTOR Indicate Class 1 – 5	
2. Full Name of Presenter:	
3. ID / Social Security No.:	
4. Business Name:	
5. Type of Ownership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Limited Liability Company	
5. Mailing Address: (please use P.O. Box):	
6. Physical Address: (location address):	
7. Phone No.:	8. Fax No.:
9. Email Address:	
10. Contact Person if different from presenter: Name: _____ Phone No.: _____ Email Address: _____	
11. Details of Each Director of Company: Name/Address/Telephone number a) b) c)	
12. Liability Insurance: Evidence of adequate insurance cover (A certificate of insurance MUST be attached to the application):	
13. Workmen’s compensation insurance: <input type="checkbox"/> Available <input type="checkbox"/> Not Available If available state limit:	

14. Electrical Professional employed by the Contractor:

I agree to assign my certificate to the contractor and affirm that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of my certificate.

(A contractor MUST be or employ at least or be a certified Technician to qualify)

Name: _____ Certificate of Competence No.: _____

Signature: _____ Date signed: _____

15. Key staff (if corporate applicant):

Electrical professionals:

Managerial staff:

Other professionals:

(Attach list and profiles of key staff)

16. STATEMENT OF OWNER/CHIEF EXECUTIVE

I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate I am requesting.

Name: _____

Signature: _____ Date Signed: _____

PART B

Additional Information requirement for corporate bodies

- (1) A corporate applicant shall provide the following additional information in respect of the application for a certificate, as shall be relevant:
 - a. a business registration certificate;
 - b. particulars of facilities and equipment;
 - c. annual reports for preceding two years including a financial statement and a summary of electrical industry activities undertaken during the period;
 - d. list of sub-contractors, if any;
 - e. evidence of insurance cover for personnel, equipment and facilities.

- (2) Where the electrical contracting company has been in existence for less than two (2) years, the Commission may rely on the individual experience of the key professional staff in lieu of the corporate experience of the company and the written references from the clients of such employees or a former employer.

- (3) With regard to an application for a certificate for the manufacture of electrical material and equipment, including the manufacture of electric lamps and lighting equipment the applicant shall provide the related Environmental Impact Assessment study.

16. STATEMENT OF OWNER/CHIEF EXECUTIVE

I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate. I am requesting.

Name: _____

Signature: _____ Date Signed: _____

SCHEDULE 1-D

Rule 4(2)(d)

**APPLICATION FORM FOR MANUFACTURER OF ELECTRICAL EQUIPMENT
CERTIFICATE**

Application No:	Date Received:
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Please fill entire form and add Application Fee

1. Full Name of Presenter:
2. ID / Social Security No.:
3. Business Name:
4. Type of Ownership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company
5. Mailing Address: (please use P.O. Box):
6. Physical Address: (location address):
7. Phone No.:
9. Email Address:
10. Contact Person: Name: _____ Phone No.: _____ Email Address: _____
11. Indicate material and equipment category: (a) cables, wires, appliances. (b) electrical motors and accessories. (c) Other (specify)
12. Statement of owner/Chief Executive I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate.

Name: _____

Signature: _____ Date Signed: _____

An applicant for a manufacturer's certificate shall provide the following additional information in respect of the application for a certificate –

- (a) a business registration certificate;
- (b) particulars of education and experience of key professional staff;
- (c) particulars of facilities and equipment;
- (d) annual reports for preceding 2 years including a financial statement and a summary of electrical industry activities undertaken during the period;
- (e) list of sub-contractors, if any;
- (f) evidence of insurance cover for personnel, equipment and facilities;
and
- (g) Environmental Impact Assessment study and related certificate from EPA.

SCHEDULE 1-E

Rule 4(2)(e)

APPLICATION FORM FOR AN IMPORTER OF ELECTRICAL MATERIALS AND EQUIPMENT CERTIFICATE

Application No:	Date Received:
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Please fill entire form and add Application Fee

1. Certificate Type:	
2. Business Name:	
3. National ID No.:	
4. Type of Ownership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Limited Liability Company	
5. Mailing Address: (please use P.O. Box):	
6. Physical Address: (location address):	
7. Phone No.:	8. Fax No.:
9. Email Address:	
10. Contact Person: Name: _____ Phone No.: _____ Email Address: _____	
11. Indicate material and equipment imported: a) Generation equipment, including generation sets b) Transmission and Distribution equipment c) Cables, wires, appliances d) Motors and accessories	
12. The source and specification of the material and equipment:	

13. STATEMENT OF OWNER

I certify that I shall maintain the required insurance and that I shall comply with all the applicable laws relating to electricity and any other Standards in force in Sierra Leone, at any given time.

I understand that providing false information on this application or in any report to the Commission may result in civil or criminal penalties or a revocation of the certificate,

Name: _____

Signature: _____ Date Signed: _____

A corporate applicant for a certificate to import electrical material and equipment shall provide the following additional information in respect of the application for a certificate-

- (a) business registration certificate;
- (b) particulars of facilities and equipment; and
- (c) annual reports for preceding 2 years including a financial statement and a summary of electrical industry activities undertaken during the period.

SCHEDULE 2-A

Rule 11(3)

CLASSES OF ELECTRICAL PROFESSIONALS QUALIFICATION AND EXPERIENCE

Category of Electrical Professional		Years' Experience			
	Education	Class A	Class B	Class C	Class D
Engineer & Consultant	PhD	2	1	0	0
	MSc	4	2	1	0
	BSc	6	4	2	0
Engineering Technician	Level 4	-	6	4	0
Technician	Level 3	-	10	6	2
Assistant Technician	Level 2	-	12	8	4
Artisan	Level	-	-	12	6

SCHEDULE 2-B

Rule 11(4)

TECHNICAL WORK LIMITS OF ELECTRICAL PROFESSIONALS

Activity Limit / Grade	Class A	Class B	Class C	Class D
Maximum Demand	No Limit	≤500 kVA	≤200 kVA	≤12 kVA
Transmission	No Limit	High Voltage	Medium Voltage	Low Voltage
Generation Plant	No Limit	≤100 MW	≤10 MW	-

SCHEDULE 2C

Rule 12(2)

ELECTRICAL CONTRACTOR – QUALIFICATION

CLASS	QUALIFICATION
Class 1 contractor	Minimum qualification requirements as set out under Parts A and B of Schedule 4
Class 2 contractor	Minimum qualification requirements as set out under Parts A and B of Schedule 4
Class 3 contractor	Minimum qualification requirements as set out under Parts A and B of Schedule 4
Class 4 contractor	Minimum qualification requirements as set out under Parts A and B of Schedule 4
Class 5 contractor	Minimum qualification requirements as set out under Parts A and B of Schedule 4

SCHEDULE 2D

Rule 12(3)

ELECTRICAL CONTRACTOR – TECHNICAL WORK LIMITS

CLASS	TECHNICAL WORK LIMITS
Class 1 contractor	No work limit
Class 2 contractor	Shall work within a technical limit of 50 MW, high voltage Transmission Networks, maximum demand of 650 kVA
Class 3 contractor	Technical limit of 5 MW, medium voltage transmission networks, a maximum demand of 315 kVA
Class 4 contractor	Undertake electrical works in respect of commercial, industrial and residential facilities
Class 5 contractor	Undertake electrical works in respect of residential homes

SCHEDULE 2E

Rule 13(2)

ELECTRICAL CONSULTANT – QUALIFICATION

CLASS	QUALIFICATION
Class A	Minimum qualification requirement set out in Schedule 5
Class B	Minimum qualification requirement set out in Schedule 5

SCHEDULE 2F

Rule 13(3)

ELECTRICAL CONSULTANT'S – TECHNICAL WORK LIMITS

CLASS	TECHNICAL WORK LIMITS
Class A	No work limit
Class B	Work within a technical limit of 10 MW, medium voltage transmission networks, maximum demand of 315 kVA

SCHEDULE 2G Rule 14(2)

ELECTRICAL INSPECTOR'S – QUALIFICATION

CLASS	QUALIFICATION
Class A	Minimum qualification requirement set out in Schedule 5
Class B	Minimum qualification requirement set out in Schedule 5

SCHEDULE 2H

Rule 14(3)

ELECTRICAL INSPECTOR'S – TECHNICAL WORK LIMITS

CLASS	TECHNICAL WORK LIMITS
Class A	No work limit
Class B	Inspect commercial and residential premises

SCHEDULE 3

CRITERIA FOR EVALUATION OF CONTRACTORS

Part 1: Criteria for Grading of New Contractors

1. Scope of works for each class based on generation capacity level, transmission or distribution levels which are ultra-high voltage, high voltage, medium voltage and low voltage and load size in kVA capacity
2. Number of qualified professional employed by the organization
3. Size and layout of office facilities
4. Transport and plant, machinery, equipment capacity as needed for undertaking jobs professionally
5. Value of projects handled
6. Availability of relevant applicable laws, regulations, codes, technical manuals, procedural manuals
7. Testing and measurement equipment
8. Insurance policy

Part 2: Criteria for Grading and Upgrading Contractors

1. Financial soundness from bank statement or Working Capital availability such as overdraft facility from bank and fixed deposits receipts with banks
2. Value of assets
3. Track record and evidence of works
4. Financial capability from tax clearance, equity, liability and credit statements and guarantee
5. Insurance guarantee

SCHEDULE 4

Rule 12(5)

PERSONNEL AND EQUIPMENT REQUIREMENT FOR CONTRACTORS

Section A: Personnel Requirements for Contractors (number of personnel per class of contractor)

Item	Professional Staff	Classes				
		5	4	3	2	1
1	Class A					
2	Class B					
3	Class C					
4	Class D					

Section B: Facility and equipment requirements for electrical contractor

No	Requirement		Quantity for each Class			
	Item	Specification (if any)	D	C	B	A
1	Facility					
1.1	Office	Floor Area				
1.2		Floor Area				
1.3	Workshop	Floor Area				
1.4		Floor Area				

2	Vehicles and Heavy Equipment						
2.1							
2.2							
2.3							
2.4							
2.5							

3	Workshop Machinery						
3.2							
3.3							

3.4								
3.5								

4	Hand Tools & Personal Safety Gear							

5	Measurement Equipment							

SCHEDULE 5

Rule 13(2), 14(2)

**QUALIFICATION AND EXPERIENCE REQUIREMENT FOR CONSULTANTS
AND INSPECTORS**

Item	Description	Class	
		A	B
	Electrical Professional Class A	✓	
	Electrical Professional Class B	✓	
	Electrical Professional Class C		✓
	Electrical Professional Class D		✓

An inspector shall in addition comply with the following:

- a. Wiring Rules relating to Electricity and the Light and Power Rules of Sierra Leone
- b. BS7671 17th Edition of the IEE Wiring Regulation
- c. BS7430 Code of Practice for Earthing
- d. BS6651 Code of Practice for Lightning Protection

EXPLANATORY MEMORANDUM

(This explanatory memorandum is not part of these rules but is intended to indicate its general purport)

This statutory instrument is made pursuant to section 66 of the Sierra Leone Electricity and Water Regulatory Commission Act 2011. This instrument is divided into 5 parts.

Part 1 covers the interpretation and application provisions. The interpretation provision defines words and expressions used throughout the instrument. The application provision stipulates that the instrument applies to electrical professionals or electrical companies that undertake the following activities:

- (a) Electrical activities which includes –
 - (i) Electrical design;
 - (ii) Installation;
 - (iii) Maintenance;
 - (iv) Testing;
 - (v) Inspection;
 - (vi) Contracting;
 - (vii) Consultancy;
- (b) Electromechanical activities;
- (c) Manufacture of electrical goods and materials;
- (d) Importation of electrical goods and materials.

Part II covers provisions relating to the application for a certificate. The instrument provides that no person should undertake any activity prescribed under the instrument unless the person holds a certificate issued by the Commission for that purpose.

Part III covers provisions on the categories and classes of certificates.

Part IV covers provisions on evaluation and training.

Part V contains miscellaneous provisions. The instrument criminalises among other things actions that are undertaken without certification.

Made this 13th day of December, 2019.

MOHAMED D. B. SESAY
Chairman