



**TEST & TAG  
ELECTRICAL  
EQUIPMENT**



According to the Occupational Safety and Health Act 1984 (OSH Act), workplaces must have safe electrical equipment that doesn't put workers at risk. The Occupational Safety and Health Regulations 1996 (OSH regulations) further state that those who control or have access to a workplace (such as employers, self-employed individuals, or main contractors) must ensure that all portable plug-in electrical equipment and residual current devices (RCDs) are safe, inspected, tested, and maintained by a competent person. JRJ CONTRACTORS provides Test & Tag services that can help your organization comply with OH&S Standards in Australia, while also ensuring a safe workplace. Our services are completed according to AS/ANZ 3760:2010 standard, and we offer an affordable, inclusive electrical Test and Tag service solution that includes a documented report.

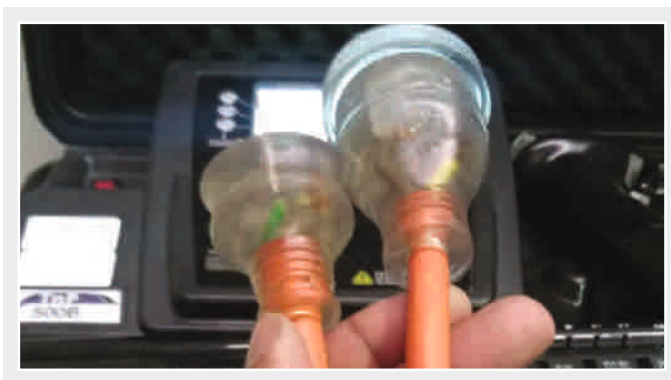
JRJ CONTRACTORS offers Test & Tag services that will ensure your organisation is both safe and compliant with the OH&S Standards in Australia. We extend an inclusive electrical Test and Tag service solution that will fit in your budget and help you to develop a documented report while maintaining a safe work place.

All Electrical Test & Tag Services are completed in accordance with AS/ANZ 3760:2010 standard.

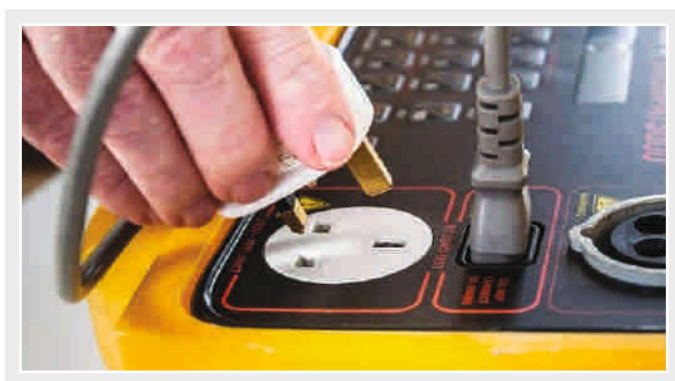


# WHAT WE TEST

## TEST & TAG ELECTRICAL EQUIPMENT



Visual Inspection



Insulation Resistance



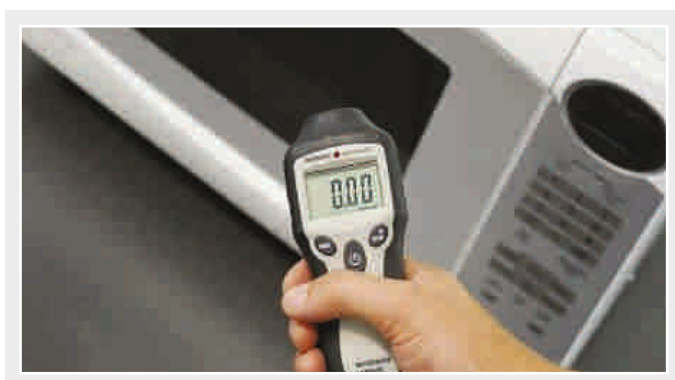
Earth Continuity



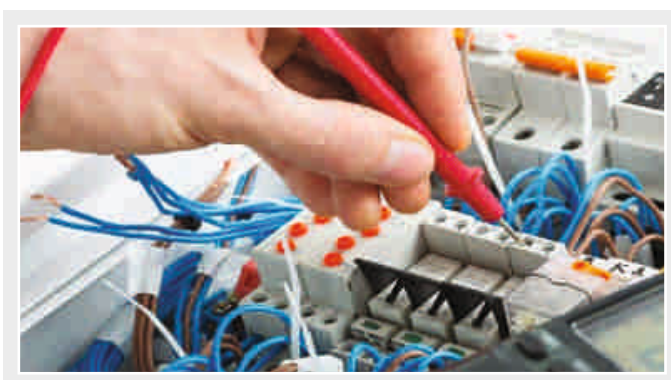
Polarity



Earth Leakage

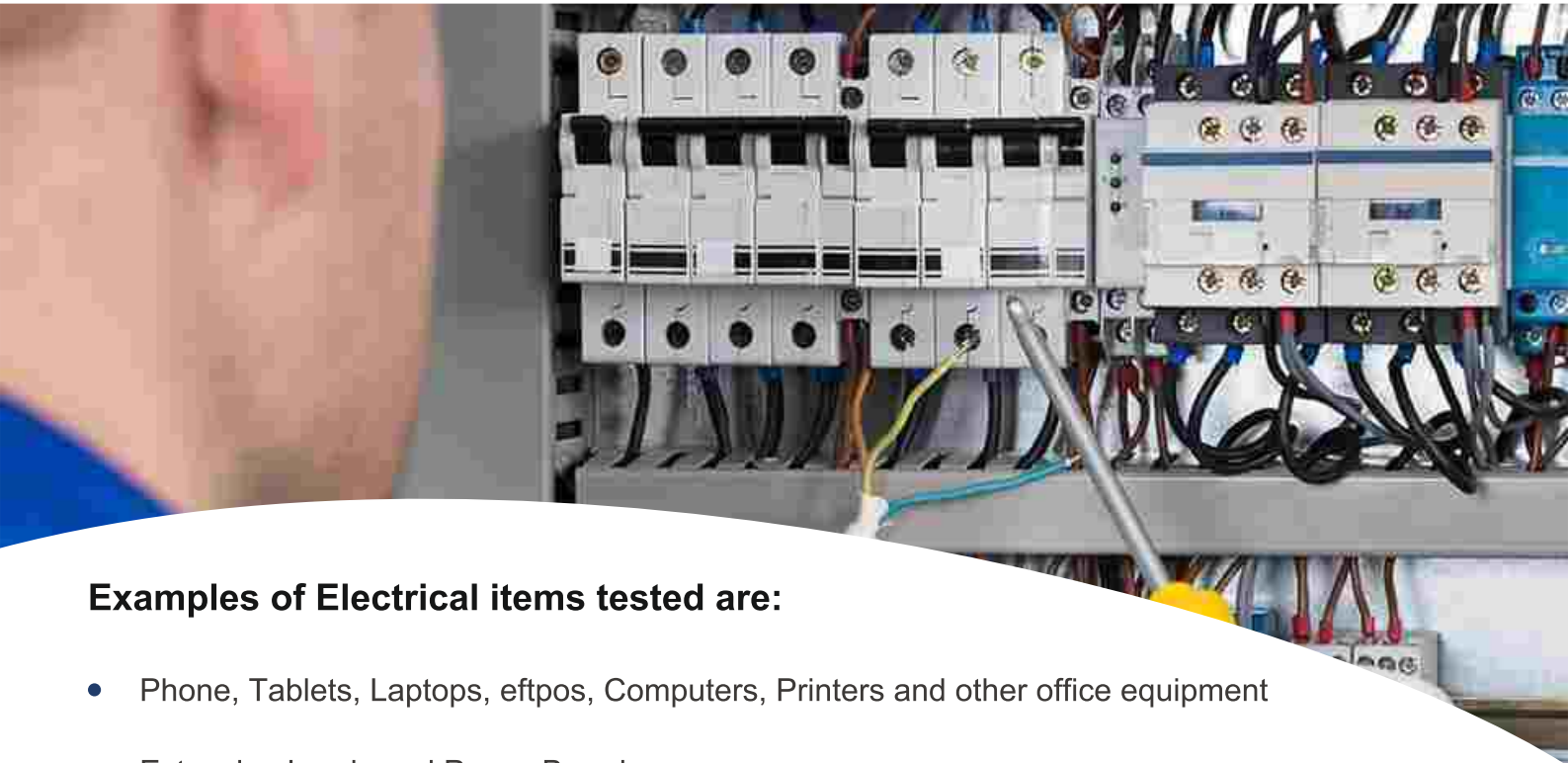


Microwave Leakage Safety Audits



RCD Safety Audits





### Examples of Electrical items tested are:

- Phone, Tablets, Laptops, eftpos, Computers, Printers and other office equipment
- Extension Leads and Power Boards
- Kitchen appliances such as Microwaves
- In the workshop environment – Power Tools, Battery Charges and Machinery

Apart from our Test and Tag services, we also offer various affordable and convenient products to our customers, including 25 Metre Leads and Power Leads suitable for all electrical appliances. At JRJ Contractors, we ensure that only competent technicians perform the testing of electrical equipment. Our technicians are highly skilled and knowledgeable, having acquired their expertise through training, qualification, and/or experience. They can identify potential electrical hazards or unsafe conditions and know what to look for and inspect during the testing process.

At JRJ Contractor, only competent technicians will undertake the testing of electrical equipment. Our talented technicians have acquired, through training, qualification or experience, or a combination of these, the knowledge and skills required to test electrical equipment competently.

Our technicians can recognise electrical hazards or potentially unsafe conditions and also know what to:

- look at;
- look for; and
- do



## RECOMMENDED EQUIPMENT TEST AND TAG SERVICE CYCLE GUIDE

Type of environment and/or equipment		Interval between inspection and tests				
		Equipment including Class I equipment, Class II equipment, cord sets, cord extension sets and EPODs	Residual current devices (RCDs)			
			Push-button test – by user		Operating time and push-button test	
(a)	(b)	Portable (c)	Fixed (d)	Portable (e)	Fixed (f)	
1 Factories, workshops, places of manufacture, assembly, maintenance or fabrication	6 months	Daily, or before every use, whichever is the longer	6 months	12 months	12 months	
2 Environment where the equipment or supply flexible cord is subject to flexing in normal use OR is open to abuse OR is in a hostile environment	12 months	3 months	6 months	12 months	12 months	
3 Environment where the equipment or supply cord is NOT subject to flexing in normal use and is NOT open to abuse and is NOT in a hostile environment	5 years	3 months	6 months	2 years	2 years	
4 Residential type areas of: hotels, residential institutions, motels, boarding houses, halls, hostels accommodation houses, and the like	2 years	6 months	6 months	2 years	2 years	
5 Equipment used for commercial cleaning	6 months	Daily, or before every use, whichever is the longer	N/A	6 months	N/A	
6 Hire equipment: Inspection	Prior to hire	Including push-button test by hirer prior to hire		N/A	N/A	
Test and tag	3 months	N/A		3 months	12 months	
7 Repaired, serviced and second-hand equipment	After repair or service which could affect electrical safety, or on reintroduction to service, refer to AS/NZS 5762					

\*As per AS/NZS 3760 standard :Table 4 and this page must be read in conjunction with AS/NZS 3760 as a whole and particularly 2.1.



# SAMPLE TEST & TAG REPORT

**CLIENT NAME**

Annual Test and Tag 2020

Asset ID	Description	User	Test Instrument	Date	Retest Period	Next Test	Result
LOCATION : <span>Sample</span>							
10001	10001	10001-001	Speed Regulator	2011-0001	10001	20100001	P ✓
10002	10002	10002-001	Speed Regulator	2011-0002	10002	20100002	P ✓
10003	10003	10003-001	Speed Regulator	2011-0003	10003	20100003	P ✓
10004	10004	10004-001	Speed Regulator	2011-0004	10004	20100004	P ✓
10005	10005	10005-001	Speed Regulator	2011-0005	10005	20100005	P ✓
10006	10006	10006-001	Speed Regulator	2011-0006	10006	20100006	P ✓
10007	10007	10007-001	Speed Regulator	2011-0007	10007	20100007	P ✓
10008	10008	10008-001	Speed Regulator	2011-0008	10008	20100008	P ✓
10009	10009	10009-001	Speed Regulator	2011-0009	10009	20100009	P ✓
10010	10010	10010-001	Speed Regulator	2011-0010	10010	20100010	P ✓
10011	10011	10011-001	Speed Regulator	2011-0011	10011	20100011	P ✓
10012	10012	10012-001	Speed Regulator	2011-0012	10012	20100012	P ✓
10013	10013	10013-001	Speed Regulator	2011-0013	10013	20100013	P ✓
10014	10014	10014-001	Speed Regulator	2011-0014	10014	20100014	P ✓
10015	10015	10015-001	Speed Regulator	2011-0015	10015	20100015	P ✓
10016	10016	10016-001	Speed Regulator	2011-0016	10016	20100016	P ✓
10017	10017	10017-001	Speed Regulator	2011-0017	10017	20100017	P ✓
10018	10018	10018-001	Speed Regulator	2011-0018	10018	20100018	P ✓
10019	10019	10019-001	Speed Regulator	2011-0019	10019	20100019	P ✓
10020	10020	10020-001	Speed Regulator	2011-0020	10020	20100020	P ✓
LOCATION : <span>Sample</span>							
10021	10021	10021-001	Speed Regulator	2011-0021	10021	20100021	P ✓
10022	10022	10022-001	Speed Regulator	2011-0022	10022	20100022	P ✓
10023	10023	10023-001	Speed Regulator	2011-0023	10023	20100023	P ✓
10024	10024	10024-001	Speed Regulator	2011-0024	10024	20100024	P ✓
10025	10025	10025-001	Speed Regulator	2011-0025	10025	20100025	P ✓
10026	10026	10026-001	Speed Regulator	2011-0026	10026	20100026	P ✓
10027	10027	10027-001	Speed Regulator	2011-0027	10027	20100027	P ✓
10028	10028	10028-001	Speed Regulator	2011-0028	10028	20100028	P ✓
10029	10029	10029-001	Speed Regulator	2011-0029	10029	20100029	P ✓
10030	10030	10030-001	Speed Regulator	2011-0030	10030	20100030	P ✓
10031	10031	10031-001	Speed Regulator	2011-0031	10031	20100031	P ✓
10032	10032	10032-001	Speed Regulator	2011-0032	10032	20100032	P ✓
10033	10033	10033-001	Speed Regulator	2011-0033	10033	20100033	P ✓
10034	10034	10034-001	Speed Regulator	2011-0034	10034	20100034	P ✓
10035	10035	10035-001	Speed Regulator	2011-0035	10035	20100035	P ✓
10036	10036	10036-001	Speed Regulator	2011-0036	10036	20100036	P ✓
10037	10037	10037-001	Speed Regulator	2011-0037	10037	20100037	P ✓
10038	10038	10038-001	Speed Regulator	2011-0038	10038	20100038	P ✓
10039	10039	10039-001	Speed Regulator	2011-0039	10039	20100039	P ✓
10040	10040	10040-001	Speed Regulator	2011-0040	10040	20100040	P ✓
10041	10041	10041-001	Speed Regulator	2011-0041	10041	20100041	P ✓
10042	10042	10042-001	Speed Regulator	2011-0042	10042	20100042	P ✓
10043	10043	10043-001	Speed Regulator	2011-0043	10043	20100043	P ✓
10044	10044	10044-001	Speed Regulator	2011-0044	10044	20100044	P ✓
10045	10045	10045-001	Speed Regulator	2011-0045	10045	20100045	P ✓

## PORTABLE APPLIANCE TESTER USED



**TnP-500b**



Microwave leak detector will ensure that your kitchen area meets AS/NZS 3760 and AS/NZS 60335.2.25 requirements.

Electrical Testers Products	Class I & Class II	Extension Leads	Leakage Current	250V Insulation	500V Insulation	>10AMP Operation	RCD Testing	Mains Supply Test	Power Measurement	3 Phase Compatible	Microwave Radiations
Wavecom TnP-500											
Seaward Primetest Elite											
DeltaPAT Complete											
Metrel Delta Pro Print Pack											
Seaward Primetest PRO Kit											
Seaward Elite Kit											
Wavecom WCM-5M Microwave Tester											

Please note: This is only a basic guide for testing equipment and currently used at the time of publication. We do not intend to mislead consumers in anyway. For full specifications, please refer to the Manufacturers documentation or call us on +61 404 606 860.



## ELECTRICAL TEST TAGS

### FAILED TEST TAGS



Used for the items that has failed a test and need to be with drawn from service.

### NEW TO SERVICE TAGS



These tags are used for items that are new to service and require testing and tagging in the future.

### RCD TEST TAGS



These tags used for the RCD test identifications.

### HI VIS FAILED TAGS



Light duty tags used for large volume testing in low traffic areas.

### HI VIS FAILED TAGS



High visibility tags ensure that any failed items are clearly identified as a 'Failed Item' to ensure the safety of others.

### HEAVY DUTY TAGS



Heavy duty tags used in both indoor and outdoor has a self-laminating security flap to protect the printed information.

### SURFACE MOUNT PASS TAGS



These Surface Mounted Tags are specially designed for items where the other standard tags are too large.

### INDUSTRIAL STRENGTH TAGS



Toughest self adhesive tags used for high-risk and harsh environment.

### MICROWAVE LEAKAGE LABELS



Surface amount tag used to record test result on microwave leakage.



## TESTER CALIBRATION

At JRJ Contractor, we take testing and tagging very seriously, and as part of our process, we ensure that all Portable Appliance Testers are calibrated annually. Our PAT tester is maintained meticulously to guarantee that it's functioning correctly and accurately, in accordance with AS/NZS 3760 2010 Standards. As per the standards, the test equipment needed to perform the tests detailed in the standard must be routinely verified at regular intervals to ensure its proper functioning and accuracy, which we follow diligently.

## OUR CALIBRATION PROCESS



### REMINDER

Reminders are set, and the supervisor collects the testers from technicians and tagged as due for calibration/Out of calibration.



### BOOK

Admin team arrange the booking with the authorised calibration & testing centres.



### SEND

Send the testers to the authorised calibration & testing centres.



### CALIBRATE

Authorised calibration & testing centres undertake calibration.



### COLLECT

Collect the testers from the authorised calibration & testing centres with the calibration certificates.



### UPDATE

Update the calibration details on the register and reset the reminder for the next due date for calibration.



### HANDOVER

Admin team handover the calibrated equipment to the supervisor for allocation.



### ALLOCATE

Supervisor allocates the tester to the technicians to perform their job.



## **JRJ CONTRACTORS**

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