



APPLIANCE TAGGING SERVICES

(AS/NZS 3760:2003)

Service Overview
October 2008

A photograph of two electrical wires, one blue and one brown, with a bright blue and white spark or arc of electricity between them, set against a black background.

**Helping Australia
Plug in Safe™[®]**



Your Workplace Safety Obligations



The O&HS Act in your State details your Duty of Care requirements. This requires everything 'reasonably practicable' to be done to protect the health and safety of others at the workplace. This duty is placed on all employers; their employees; and any others who have an influence on the hazards in a workplace.

AS/NZS 3760:2003 In-Service Safety Inspection and Testing of Electrical Equipment specifies the generally observed safety inspection and maintenance standards for Australia. This includes the safety inspection and testing of single and polyphase (240v – 415v) portable electrical equipment, and, machinery connected to supply by flexible cord which is currently in-service, returning to service, available for re-sale or hire.

Fixed or "hard wired" items, items at a height exceeding 2.5mtrs, and items which need to be dismantled to establish safety of operation are not required to be tested. Demonstration items, sample items or new stock in a retail or warehouse outlet are also not required to be tested.

The basic tests which need to be conducted on electrical items are:

- Visual inspection
- Insulation resistance
- Earth continuity
- Polarity or earth leakage tests.

The standard requires the following record keeping to establish the history of tests:

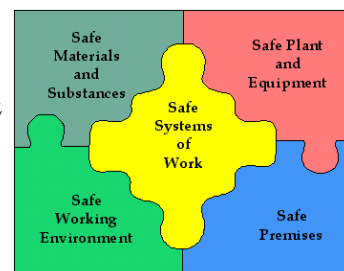
- A test tag attached to each item indicating date, item, person performing, and status (pass/fail) of test
- An asset register and historical record of all test items and test results
- A record of results including faulty item and repair action

Guidance material available:

- www.standards.com.au
- Information on electrical standards including AS/NZS 3760:2003
- Your WorkCover Organisation within your state
- Contact **Appliance Tagging Services** for expert advice on your specific obligations

Source: Industry Commission, Work, Health and Safety, Report No. 47, Sept 1995
National Occupational Health and Safety Commission
Commonwealth of Australia

Source: AS/NZS 3760:2003



The Appliance Tagging Services Difference



Appliance Tagging Services are Nation-wide specialists in providing Electrical Safety Assessments and Testing & Reporting Management systems in accordance with Australian Safety Standards.

ATS provide a consistent national service approach delivering the most advanced safety testing programs available to any location in Australia. With centralised management and data reporting directed from our Melbourne Head Office, along with national help desk support, your staff around the country benefit from dealing with one point of contact for all service requirements - Broome to Bourke ATS can deliver. Our national support network means ATS truly is your "one stop shop".

Due to the complexity of our services and the advice given, ATS have full Public Liability and Professional Indemnity Insurance.

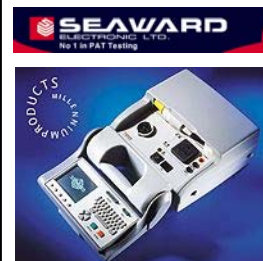
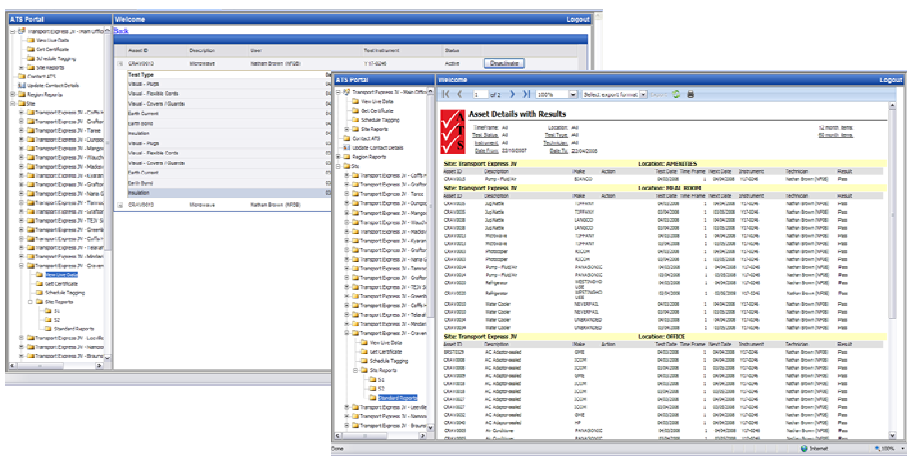
Our Supernova XE and automated PATS testing equipment allows us to perform electrical tests on single phase, three phase and even the most sensitive electronic equipment with complete safety. Precise software reporting of historical records demonstrate your OH&S process to service legal "duty of care"

The **unique design** of ATS tags highlights the retest date in bold to ensure on going compliance standards are met.

Compliance Reporting

Our investment in world leading electrical testing technologies and an online data management system with fully downloadable test results provides you with **world leading** electrical safety protocols and unbeatable service efficiencies.

Our interactive web site enables secure access for differing levels of your organization and gives you the ability to download reports in PDF or CSV format for each of your sites for ease of data management.

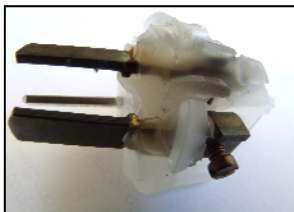
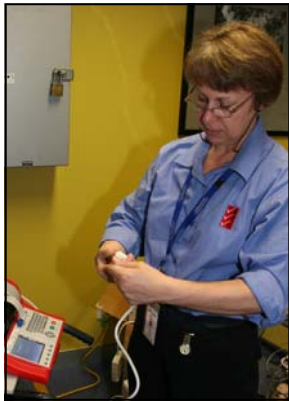


- Test tag applied to each product
- Asset Register
- Electronic record of results
- Downloadable report format





Frequently Asked Questions



Does my business need to undertake electrical equipment safety tests?

The safety inspection and testing of all single and 3 phase electrical equipment in all workplaces is the responsibility of business under OH&S and Electrical Safety legislation.

How does automated testing work out to be less expensive than manual "mega" testing?

ATS have invested in superior equipment and developed computerised reporting and data management systems. Manual processes cannot compete with our speed, accuracy and efficiency and are not auditable.

What are the Costs?

Our cost structure is based on unit tests, so you pay for the number of tests we perform. Our rates includes all labour, test equipment, tamperproof tags and online reporting services. A convenient repair service is also available.

For a detailed individual quotation please contact us on our National Safety Hotline 1300 ATS NOW

What equipment needs testing?

"If it plugs in test it!" All electrical items designed for connection by flexible supply cord and plug top to 240v or 415v volt power needs to be tested in every type of workplace, organisation, or community centre.

ATS has the capacity and experience to test everything electrical in every possible type of workplace with complete safety and without fear of damage - guaranteed!

Won't the circuit breaker in the switchboard protect me from electrical shock?

People should be aware that the fuses or circuit breakers on your switchboard are not designed to protect you from electrical shock, they are designed to protect the circuit wiring of the building from fire and short circuit. Should a fault appliance trip a circuit breaker or Safety Switch, you may still be exposed to Electric Shock.

Who can perform testing?

- a licensed electrician
- a "competent person" who has sufficient knowledge & training on a continuing basis to undertake current inspection and test procedures

How frequently do I need to test?

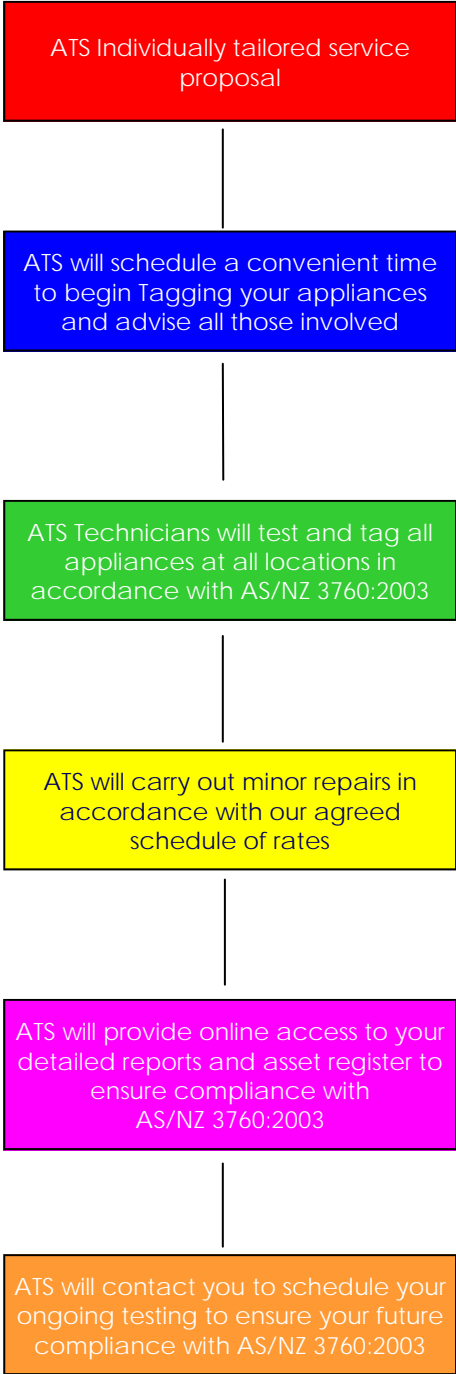
AS/NZS 3760:2003 is specific about protocols which vary according to the location of equipment, the environment in which the appliance operates, and the level of risk associated with use.

As such, testing frequencies will vary, however the majority of appliances are required to be tested 6 monthly, yearly or 5 yearly. Timeframes and environments are outlined in Table 4 of the Standard.

As part of your individual quotation, ATS will provide you with detailed information on testing frequencies applicable to your workplace.



What can you expect from ATS?



All ATS technicians are:

- Professional
- Friendly
- Honest
- Reliable

ATS's team of specialists are here to provide you with **piece of mind** and to ensure your staff always "Plug in Safe"™





Additional services ATS can provide

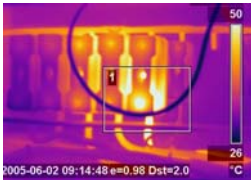


Emergency & Evacuation Exit Lighting Testing & Maintenance

Appliance Tagging Services provide contract management and compliance reporting for Emergency Exit Signage & Lighting Systems, together with expert advice on design, installation and upgrading of existing facilities to maintain compliance with building codes and current Australian Standards AS/NZS 2293:1995.

Exit Signage & Lighting System Testing, Inspection & Maintenance can include:

- Design & Installation of Compliant Exit Systems
- Assessment and expert advice on correct system requirements
- Routine Contract Maintenance, Inspection & Testing
- Circuit Isolation in accordance with Standards requirements
- Service and repair of all Exit Lighting & Signage as specified
- Breakdown callout and repair service included in contract
- Automatic scheduling of 6 monthly and Yearly inspections
- Reporting Manual and Log Book for all Test & Maintenance records
- Our contract programs are available to reduce your costs and workload
- Fire & Alarm Systems Inspection programs can also be included



Switchboard Safety Audits & Thermal Imaging

Infra-red thermal imaging is used for fault detection and the preventative maintenance of switchboards and mechanical assets. It can pinpoint hot-spots generated by faulty wiring or loose terminal blocks.

All these tests are done while all your electrical and mechanical systems remain operative. Infra-red detection provides you with a service to reduce your down-time by identifying electrical/mechanical defects that could cause injury, fire or equipment failure.



Microwave Leakage Testing (AS 60335.2.90:2002)

In heavy usage environments such as workplace kitchens, microwave ovens can present a hazard and risk in relation to microwave leakage.

Microwave Leakage Testing is used to determine safe operation of microwave ovens, and is now commonly adopted by corporate clients and government departments as a recommended OH&S procedure under the guidelines of the described standard. ATS conduct tests to detect unsafe levels of microwave leakage using calibrated digital detection instruments (MD-2000). These instruments detect leakage to determine potentially unsafe levels exceeding the maximum allowable 5 mw/cm ARPANSA (internationally recognised) safe range.



As part of the introduction service ATS Technicians will test microwaves at your sites and provide a computerised report detailing safe level compliance.



Additional services ATS can provide

Fire Systems Inspection and Routine Maintenance

Detection and Suppression Systems

ATS have more than 30 years collective experience delivering sophisticated fire and essential services systems. From basic EWIS and electronic fire management Panel inspection, routine monthly servicing through to the latest technologies, and gas suppression systems for critical environments, ATS are the solution your business has been looking for.

We can design, install and maintain fire & emergency and evacuation systems for all types of facilities and building classifications.

Inspection and Maintenance Contracts

ATS service all types of fire systems under routine inspection requirements for Building Codes with our modern fully equipped service fleet.

RCD Test & Inspection

An RCD (Residual Current Device or "Safety Switch") is designed to protect against electrocution in a narrow range of circumstances only. The RCD measures an out of balance between the active and neutral currents only. Cleaners, trades people and others visiting offices or workplace sites could be at risk of electric shocks if a fault occurs in an electrical appliance such as vacuum cleaner or drill when it is connected to a socket outlet that is not protected by an RCD. RCD's should be tested for trip times and leakage current to determine their correct operation. ATS provides testing of both portable and fixed "switchboard type" and computerised reporting of results.

General Electrical Repairs

Our sister company, ATS -Australian Technical Services Pty Ltd are registered electrical contractors delivering expert electrical service and technical support. ATS incorporate the latest electro-technologies for reliable, cost effective solutions on time, every time! Our quality control procedures ensure customers receive a level of service and support consistent



with our simple corporate methodology
"Always Total Service".

Our service capacity includes Commercial, Industrial and Domestic electrical, Institutional and Community facilities maintenance.



Appliance Tagging Services Pty Ltd

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