

ELECTRICAL

Operating Permits

WHO NEEDS AN OPERATING PERMIT?

Either the owner of the electrical equipment or the owner/agent of the building where the electrical equipment is being maintained must obtain an electrical operating permit. Such sites include, but are not limited to:

- Commercial properties
- Industrial plants
- Mills
- Multi-office buildings
- Schools, hospitals & municipal sites

WHEN IS AN OPERATING PERMIT REQUIRED?

An operating permit is required for electrical equipment when:

- the supply is greater than 250 kVA,
- the supply is greater than 750 V at privately owned sites,
- the permit is for a temporary entertainment site (unless an installation permit has been obtained),
- it is required by an Electrical Safety Officer.

WHY DO I NEED AN OPERATING PERMIT?

You need an operating permit:

- to ensure that regulated electrical equipment is maintained by qualified individuals,
- to facilitate ongoing maintenance without the need for multiple individual installation permits, and
- to satisfy the BC Electrical Code requirement that electrical equipment be maintained.

WHEN DO I ACQUIRE THE PERMIT?

You must obtain an operating permit:

- prior to performing maintenance work,
- when you require on-going maintenance on regulated products and/or units,
- when you sell or buy a property that currently has an operating permit; the existing permit becomes invalid and a new permit must be obtained in the new owners' name.

HOW DO I APPLY ?

An application can be obtained by email, fax, or online. Once completed, it must be submitted to the British Columbia Safety Authority (BCSA) for approval.

Once your application has been approved, an invoice will be generated. When payment is received, your operating permit will be mailed to you.

YOUR APPLICATION MUST INCLUDE:

- the name of the Field Safety Representative (FSR), (an FSR is an individual licensed by the BCSA, and must sign your application to confirm that they will be responsible for the maintenance. This individual may be your own qualified employee, the electrical contractor you hire, or your contractor's qualified employee)
- the FSR's class and BCSA registration number.



ADDITIONAL INFORMATION

Permit renewals must include a declaration of compliance signed by the FSR.

Each operating permit site requires that a log recording all maintenance is kept current and available for review. Each site will be subject to periodic inspection.

MAINTENANCE UNDER OPERATING PERMITS

The BC Electrical Code requires that regular maintenance of operating electrical equipment be undertaken. Maintenance may include:

- replacement of existing equipment with equipment that has the same characteristics and is intended to perform the same function, or
- installation, relocation and alteration of electrical equipment.

MINOR ALTERATIONS MAY BE PERFORMED UNDER AN OPERATING PERMIT PROVIDED THAT:

- additional loads or distributions are only added to existing sites, systems, and assemblies,
- the existing main service is rated at 250 kVA or less and the additional load or capacity, per site, does not exceed 12.5 kVA,
- the main service is rated over 250 kVA and the additional load per site does not exceed 36 kVA, and
- the work does not result in a change in the main service capacity.



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BENEFITS OF HAVING AN OPERATING PERMIT

The benefits of holding an operating permit include:

- assuring you that a qualified person is in control of maintenance of your property's electrical system,
- providing consistency when the same FSR maintains all electrical equipment at your site,
- ensuring that you have done your due diligence as a property owner or manager,
- protecting your investment by ensuring that your electrical system is safe and compliant with the requirements of the BC Electrical Code and Safety Act.

ARE YOU COMPLYING WITH CURRENT REGULATIONS?

TO VIEW THE ELECTRICAL OPERATING PERMIT REGULATIONS, PLEASE SEE:

Directive Number: D-E3 070801-7

on our web site under

Safety Programs/Electrical/Directives

Web Site: www.safetyauthority.ca

OTHER BCSA SAFETY PROGRAMS

- Amusement Rides
- Boiler & Pressure Vessels
- Electrical Installations
- Elevating Devices
- Gas Installations
- Passenger Ropeways
- Recreational Railway

GET TO KNOW US

The British Columbia Safety Authority is an independent, not-for-profit corporation, formed in 2004 to oversee the safety services previously provided by government and to ensure the ongoing sustainability and relevance of BC's safety system.

OUR VISION

We inspire safety excellence in British Columbia.

OUR MISSION

We partner with British Columbians to enhance the safety of technical systems, products, equipment and work.



The British Columbia Safety Authority issues electrical installation permits and electrical operating permits throughout British Columbia. The British Columbia Safety Authority licences all electrical contractors in British Columbia.

For more information on how to obtain an Electrical Operating Permit please contact us:

TOLL FREE 1.866.566.SAFE (7233)

E-MAIL info@safetyauthority.ca

For electrical installations in Burnaby, Maple Ridge, North Vancouver (City and District), Surrey, Vancouver, Victoria, and District of West Vancouver, please contact the local municipal authority for permits.



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