

# ACMA cabling provider rules

## Pathways to cabling registration

NOVEMBER 2016 UPDATE

**Canberra**

Red Building  
Benjamin Offices  
Chan Street  
Belconnen ACT

PO Box 78  
Belconnen ACT 2616

T +61 2 6219 5555  
F +61 2 6219 5353

**Melbourne**

Level 32  
Melbourne Central Tower  
360 Elizabeth Street  
Melbourne VIC

PO Box 13112  
Law Courts  
Melbourne VIC 8010

T +61 3 9963 6800  
F +61 3 9963 6899

**Sydney**

Level 5  
The Bay Centre  
65 Pirrama Road  
Pyrmont NSW

PO Box Q500  
Queen Victoria Building  
NSW 1230

T +61 2 9334 7700 or 1800 226 667  
F +61 2 9334 7799

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Written enquiries may be sent to:

Manager, Editorial and Design  
PO Box 13112  
Law Courts  
Melbourne VIC 8010  
Email: [candinfo@acma.gov.au](mailto:candinfo@acma.gov.au)

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# Introduction

This document sets out the training pathways for persons wishing to become a registered cabling provider (cabler) under the Australian Communications and Media Authority (the ACMA) customer cabling regulatory requirements.

This November 2016 edition updates the pathways with changes to the ICT10 Integrated Telecommunications Training Package that are now in the ICT Information and Communications Technology Training Package (Release 3.0).

## How to use this document

This document is intended to be the primary information source for registered training organisations (RTOs), registrar organisations and cabler assessors to determine appropriate training pathways for candidates for cabling registration:

- > **Section 1**—Assess the candidate’s experience as specified for cabling experience.
- > **Section 2**—Select a training pathway that suits the candidate’s characteristics using the charts
- > **Section 3**—Registrar contact details for information on applying for a cabler registration.
- > **Section 4**—Contact details for information regarding this document.
- > **Appendix A**—Contains the cabling experience requirements.
- > **Appendix B**—Contains the ACMA definitions of Open, Restricted and Lift cabling work.
- > **Appendix C**—Contains the ACMA guidelines to Cabling Provider Rules.
- > **Appendix D**—Contains a table comparing the old and new competency codes.

## Development of training products

In December 2015, the Commonwealth appointed PricewaterhouseCoopers Australia’s (PwC) Skills for Australia as a Skills Service Organisation under the Commonwealth Government vocational and educational training (VET) arrangements. Skills for Australia provides support to the ICT Industry Reference Committee. This Committee is responsible for developing the business case for reforming or developing training products for the ICT sector.

## Cabling Provider Rules and RTOs

This document applies to requirements for cabling registration under the ACMA Cabler Provider Rules (CPR) registration system. It does not impose any requirements on RTOs who are subject to separate regulatory requirements under Commonwealth and state vocational training arrangements as a condition of their registration as an RTO.

Commonwealth and state vocational training agencies are responsible for ensuring that training organisations comply with applicable conditions and standards for registration as an RTO, including by carrying out compliance audits.

## RPL arrangements

Recognition of Prior Learning (RPL) processes and decisions are the domain of RTOs, however:

- > RTOs should take every reasonable precaution to ensure that credit for prior learning is **accurately mapped** to the relevant competency units.
- > RPL credits for *ICTWHS204 Follow work health and safety and environmental policy and procedures* can be granted using standard RPL processes.
- > RPL credits for 'specialist' competency units can be granted using standard RPL processes.

## Mandatory cabling regulations tests

All pathways to CPR registration include a mandatory cabling regulations test. This written test assesses a candidate's understanding of the ACMA regulatory requirements contained in competency training programs. The test requirements are:

- > Restricted or Lift registration—30 questions
- > Open registration—50 questions.

Candidates **must** correctly answer **at least 80 per cent** of the questions to pass the test. Results of the cabling regulations test **must** be provided to registrars. Any re-test must meet the same requirement.

## Occupational health and safety

All pathways to CPR registration **must** include an occupational health and safety (OH&S) requirement—that is, the candidate must produce documentary proof of having completed the OH&S units indicated in Charts 1–5.

Alternately, a candidate that has completed a recognised apprenticeship, or other formal qualifications, where an OH&S component was part of this training, can be recognised by an RTO or a registrar as having met the OH&S requirement.

An RTO may also grant RPL credits for the OH&S units using the standard RPL processes—this can include, but is not limited to, a White card (or equivalent) **and** a current first aid certificate. A registrar may also accept a White card (or equivalent) **and** a current first aid certificate as meeting the OH&S requirement.

## Cabling experience guide

### Open registration

*Appendix A —Cabling experience guide forms: Open registration* contains a cabling experience checklist that RTOs or supervisors/employers can use in assessing a candidate's experience.

### Restricted registration

*Appendix A —Cabling experience guide forms: Restricted registration* contains a cabling experience checklist that RTOs or supervisors/employers can use in assessing a candidate's experience.

### Lift registration

Lift registration is an 'add-on' to an existing 'electrical' qualification. Specialist RTOs with elevator industry involvement run the training programs and evaluate cabling experience criteria. The Electrotechnology and Telecommunications training packages contain the benchmark criteria for the telecommunications component in lifts.

## Requirements for registration

Candidates applying for a registration must provide the registrar with the first three items listed below before the registrar can issue a registration. Item 4 refers to specialised competencies that are only required if the applicant will be undertaking any specialised cabling work—please refer to [Specialised competency units for Open and Restricted CPR qualified cablers](#) in this document.

1. Appropriate certificates for the base competency requirements for which registration is being sought.
2. Proof of successful completion of the cabling regulations test (for example, a letter or certificate from the RTO).
3. Proof of practical (on-the-job) cabling experience (see Note below).
4. Appropriate certificates for the specialist competencies if the candidate intends to perform that type of cabling work.

### **Note: In relation to item 3—Proof of cabling experience**

A candidate applying for a restricted registration must provide proof of a minimum of 80-hours actual on-the-job cabling experience. The 80 hours is *additional* to any experience that was gained during the training to acquire the competencies for registration.

A candidate applying for an Open registration must provide sufficient evidence of 360-hours actual on-the-job cabling experience. The 360 hours is *additional* to any experience that was gained during the training to acquire the competencies for registration.

A candidate with 80-hours additional cabling experience who is applying for Open registration can be registered as a restricted cabler until the candidate has gained a further 280-hours of on-the-job cabling experience, after which they can re-apply for an Open registration.

Sufficient evidence of on the job cabling experience can include any of the following:

- > suitable recognised industry qualifications involving cabling practices (for example, licenced electrician, Telstra technician/linesman, Foxtel pay TV installer or similar)
- > a statutory declaration signed by the candidate in the presence of an authorised witness setting out the details of the candidate's experience
- > a detailed log book of cabling experience showing dates and types of work
- > a signed statement by an employer, a registered cabler or a supervisor (who does not have to be a registered cabler) who has directly supervised the candidate, detailing the candidates cabling experience.

Cabling experience is not limited to telecommunications customer cabling experience. It can include any installation/maintenance/repair work on cabling systems, including but not limited to, carriers network cabling, mains electrical cabling, security cabling, MATV/pay TV/terrestrial TV installations and home theatre cabling installations.

## **Supervision rule for unregistered cablers gaining experience**

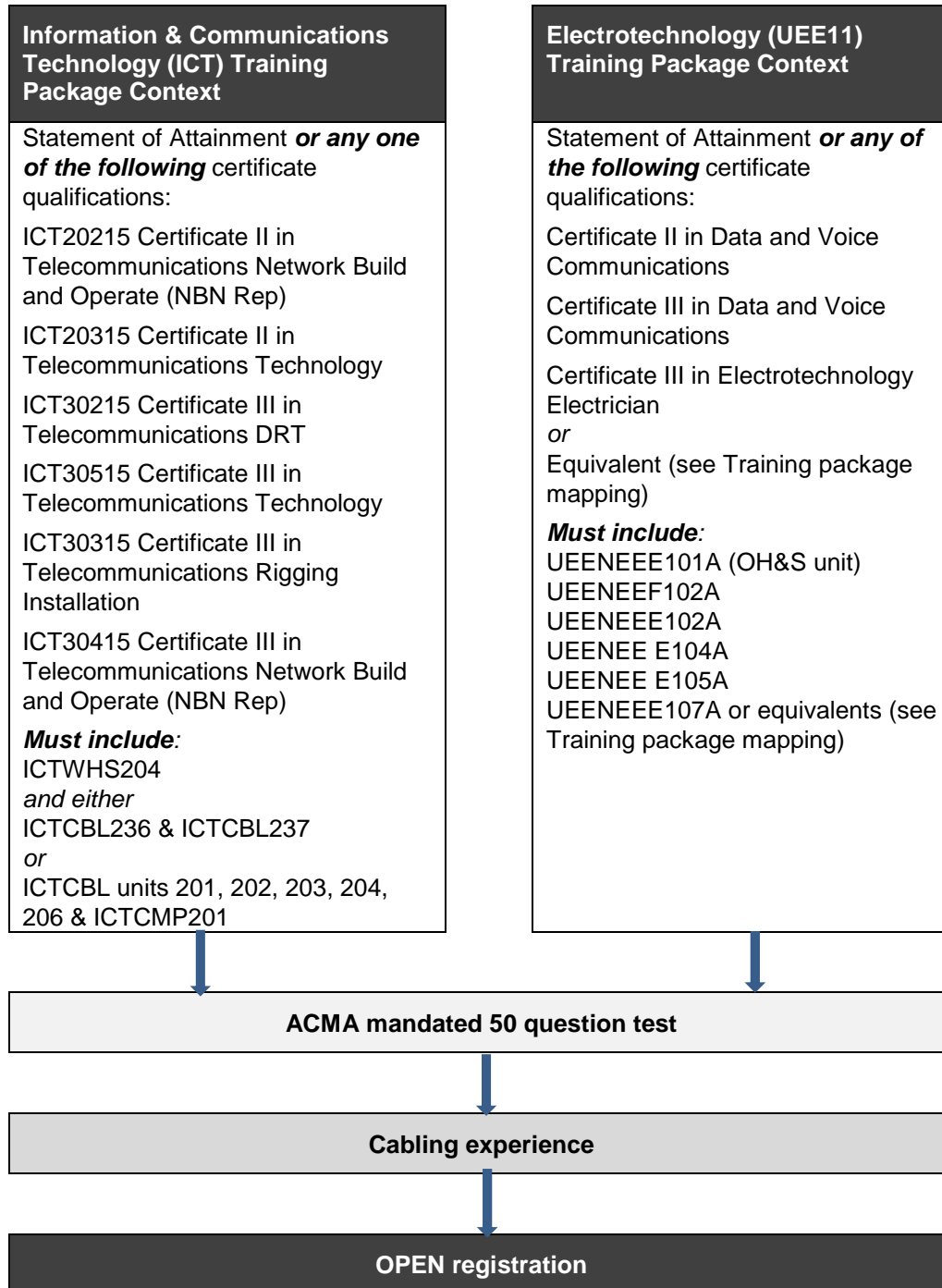
Unregistered cablers, who are undertaking telecommunications customer cabling work to gain experience, must be directly supervised by an appropriately registered cabler. Under the ACMA supervision rule, the registered cabler must accept full responsibility for the telecommunications customer cabling work undertaken by the unregistered cabler and must ensure that it fully complies with the wiring rules (AS/CA S009:2013 or its replacement), including completing the TCA1 form.

## **School-based programs experience**

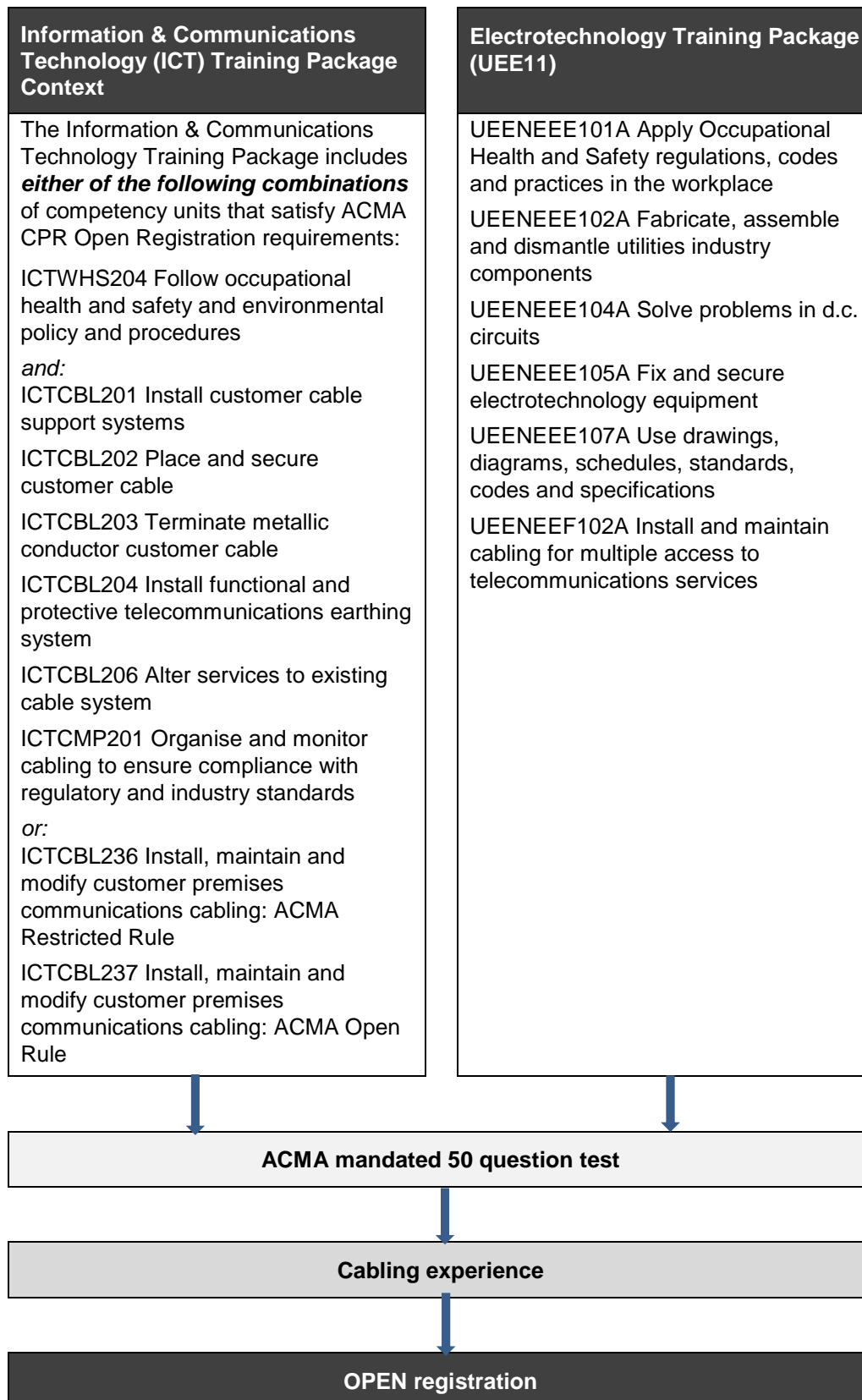
Work experience gained under state and territory school-based programs are not sufficient evidence of practical experience. Practical (on-the-job) experience must be demonstrated.



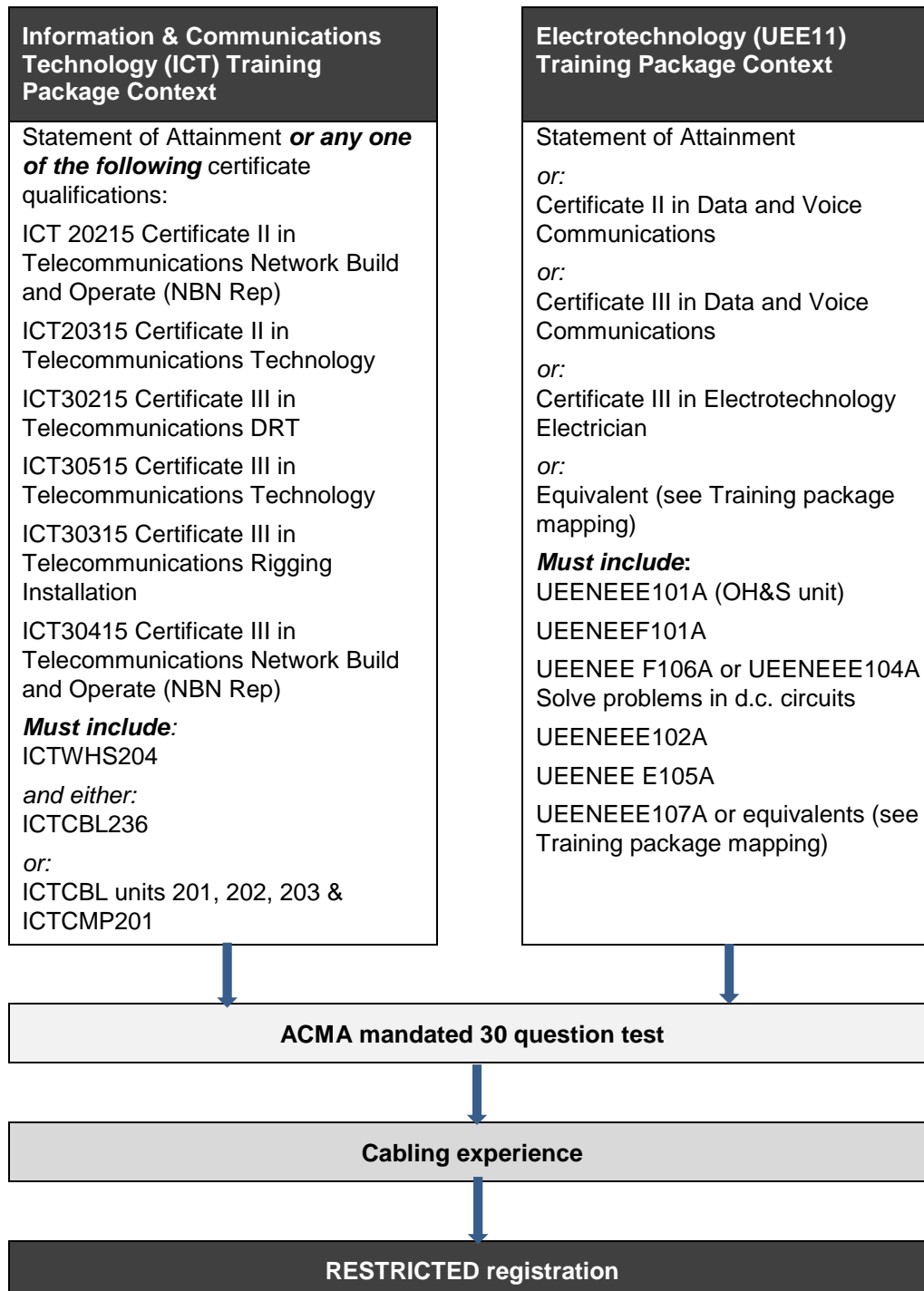
**Chart 1: Open Registration pathways for people who have commenced, completed or intend to undertake any of the listed certificate qualifications.**



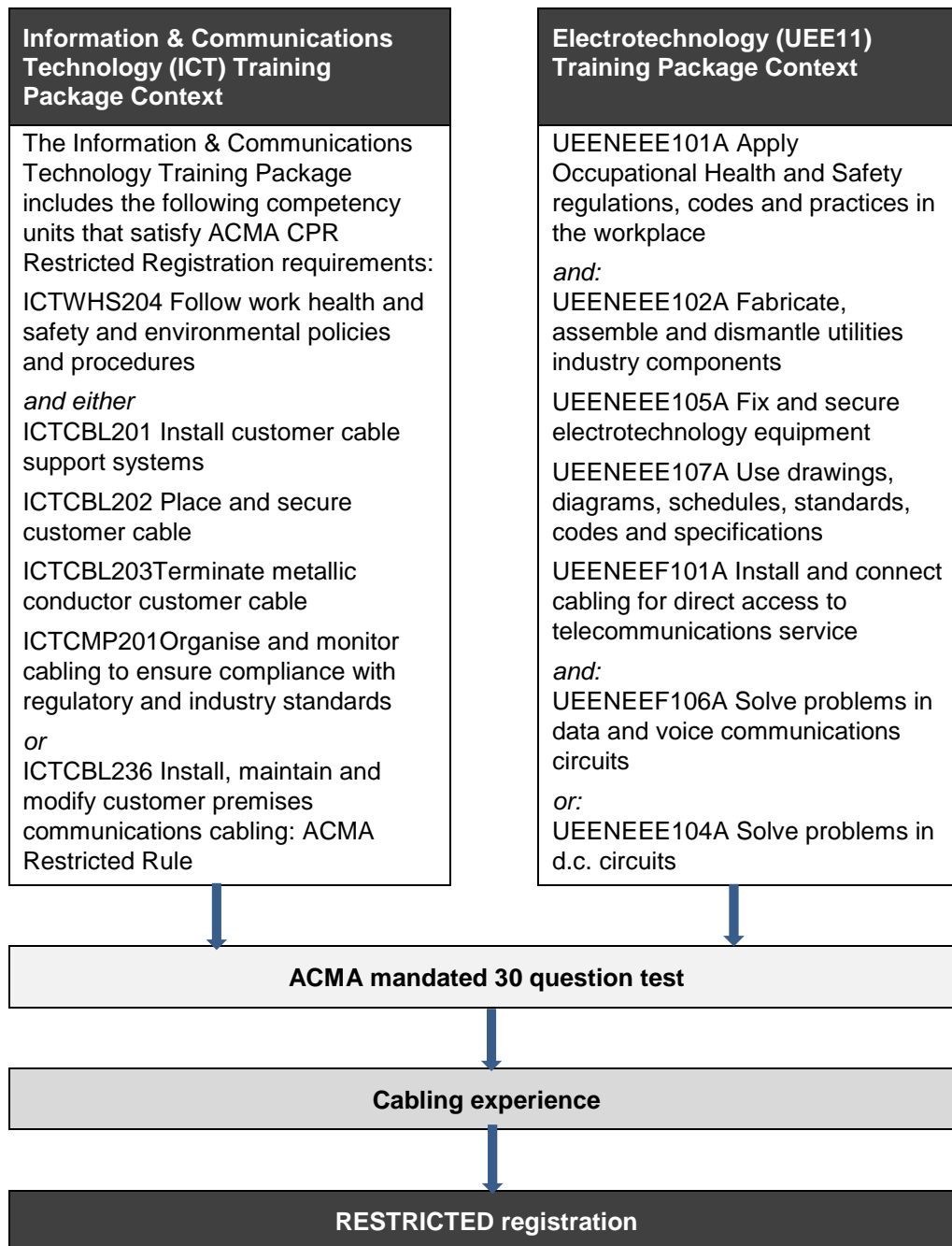
**Chart 2: Open Registration pathways for people not requiring a certificate qualification**



**Chart 3: Restricted Registration pathway for people who have commenced, completed or intend to undertake any of the listed certificate qualifications**

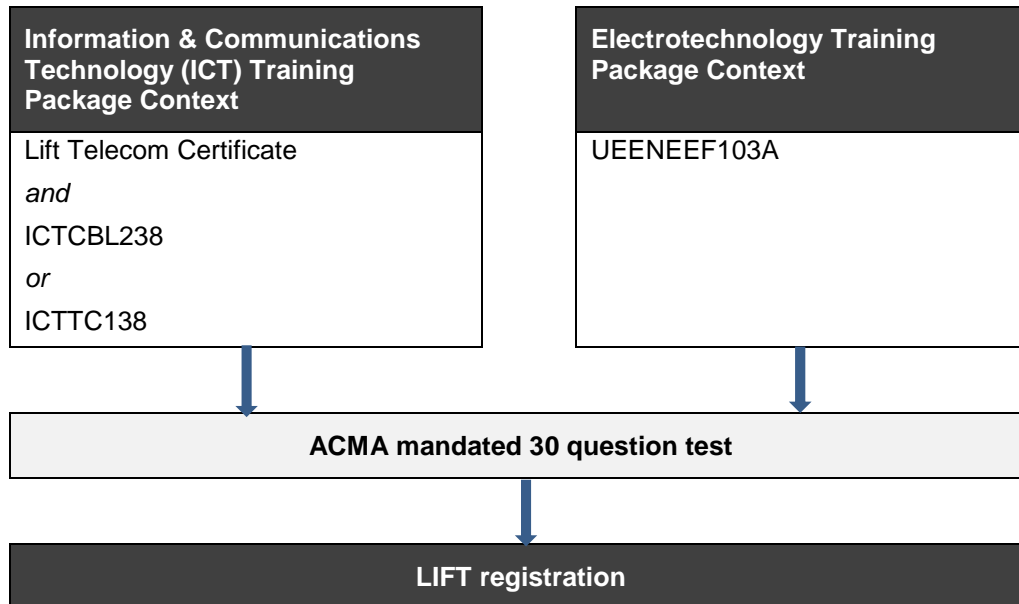


**Chart 4: Restricted registration pathways for people not requiring a certificate qualification**



## Chart 5: Lift registration pathways

Lift registration for ACMA CPR purposes is an 'add-on' to an 'electrical' qualification. Training programs are typically run by specialist RTOs with elevator industry involvement. The Electrotechnology and Telecommunications Training Packages contain the benchmark criteria for telecommunications in lifts, and the Electrotechnology Training Package covers all non-telecommunications requirements.



## **Electrotechnology Training Package Pathways to ACMA Cabling Provider Rules cabler registration**

In the current UEE11 version of the Electrotechnology Training Package, qualifications and statements of achievement are gained by the achievement of the units of competency specified in the packaging rules.

As a unit of competency incorporates both the required knowledge, skills and standards of performance for the scope of work it covers, RTOs are required to issue transcripts for a qualification or Statement of Attainment. This qualification or statement should only list the national code and title of units of competency achieved.

## Specialised competency units for Open and Restricted CPR qualified cablers

From 1 July 2014, all cablers (who had not already done so) were required to gain additional specialist competencies/endorsements to their base registration type competencies to enable them to perform that type of specialised cabling work.

All cablers (including experienced cablers with Open CPR qualifications) are required to have the appropriate specialised competencies/endorsements when working on optical, co-axial, structured, underground and aerial customer cabling.

All cablers with Restricted CPR qualifications are required to have the broadband specialised competency unit when working on specialised point-to-point data or coaxial telecommunications customer cabling.

**It should be noted that a cabler is not required to hold all of the specialised competencies—they are only required to obtain competencies for the work that they are intending to undertake.**

The RTO has the responsibility to ensure the pre-requisite requirements are met for these competencies and recording evidence of credits, completed qualification/s, or assessing and providing a Statement of Attainment.

Registrars will require the usual level of evidence to record previously attained endorsements for Open CPR registrants.

Competencies in other national training packages are also recognised by registrars when they align with the benchmark competencies.

Specialised competency units recognised by registrars are:

Specialisation	ICT	UEE11
Optical fibre	ICTCBL302	UEE11105A
Co-axial	ICTCBL303	UEE11104A (note 1)
Structured cable	ICTCBL301	UEE11104A (note 1)
**Underground	ICTCBL307 and ICTCBL308	UEE11113A
**Aerial	ICTCBL309 and ICTCBL310	UEE11112A
Specialised broadband cabling (Restricted Cabler Registration)	ICTCMP202*	ICTCMP2239

\**ICTCMP202 Perform restricted customer premises (point-to-point) data or co-axial telecommunications customer cabling work* is a restricted competency unit. However, an Open registered cabler can obtain this competency but they will only be able to undertake data or co-axial customer cabling work in a domestic or small office/home office environment.

\*\*It is not necessary to obtain authorisation or a carrier licence from the ACMA for the installation of customer cabling between two distinct places using underground or aerial cabling, where that cabling is not used to supply services to the public.

Note 1: Co-axial and structured cable training is delivered under a single competency.

# Applying for a cabler registration

Anyone who has met the relevant competency requirements for the type of cabling registration they select can apply for a cabling registration from an ACMA-accredited registrar.

There are five national accredited registrars to choose from:

<b>Australian Cabler Registration Service (ACRS)</b>	
Tel: 1300 667 771	Fax: 02 9744 3928
Email: <a href="mailto:enquiries@acrs.com.au">enquiries@acrs.com.au</a>	Website: <a href="http://www.acrs.com.au">www.acrs.com.au</a>
<b>Australian Security Industry Association Limited (ASIAL)</b>	
Tel: 1300 127 425	Fax: 02 8425 4343
Email: <a href="mailto:cabling@asial.com.au">cabling@asial.com.au</a>	Website: <a href="http://www.asial.com.au">www.asial.com.au</a>
<b>BICSI Registered Cablers Australia Pty Ltd (BRCA)</b>	
Tel: 1800 306 444	Fax: 03 9867 5099
Email: <a href="mailto:info@brca.com.au">info@brca.com.au</a>	Website: <a href="http://www.brca.com.au">www.brca.com.au</a>
<b>Fire Protection Association Australia (FPA Australia)</b>	
Tel: 03 8892 3131	Fax: 03 8892 3132
Email: <a href="mailto:cpr@fpaa.com.au">cpr@fpaa.com.au</a>	Website: <a href="http://www.fpaa.com.au/cabling">www.fpaa.com.au/cabling</a>
<b>TITAB Australia Cabler Registry Services (TITAB ACRS)</b>	
Tel: 03 9361 0800	Fax: 03 9650 0485
Email: <a href="mailto:info@titab.com.au">info@titab.com.au</a>	Website: <a href="http://www.titab.com.au">www.titab.com.au</a>



# Contact details

For more information or advice about this document or other issues about cabler training, contact the ACMA:

Tel: 1300 850 115

Fax: 03 9963 6899

Email: [info@acma.gov.au](mailto:info@acma.gov.au)

Website: [www.acma.gov.au](http://www.acma.gov.au)

# Appendix A—Cabling experience forms

## Open registration—Experience requirements

### THIS FORM IS A GUIDE FOR USE BY RTOs, ASSESSORS AND SUPERVISORS/employers

*It can be submitted as evidence of cabling experience to a registrar.*

Photocopy this page, add the name of the candidate and tick the criteria they have met.

---

**CANDIDATE NAME:** \_\_\_\_\_

In addition to completion of relevant competency requirements candidates require cabling experience to progress to open registration. The candidate must provide sufficient evidence to the registrar of cabling experience, which is one of the following:

- > recognised industry qualifications involving cabling practices (for example, qualified electrician)
- > a statutory declaration signed by the candidate in the presence of an authorised witness setting out the details of the candidates experience
- > a detailed log book of cabling experience showing dates and types of work
- > a signed statement by an employer or a registered cabler who has directly supervised the candidate, detailing the candidate's experience.

### Criteria for determining cabling experience

**Essential requirements—Candidates are required to have sufficient experience and must meet ALL three requirements (tick to indicate):**

- Experience comprises at least 360 hours of actual work on cabling tasks
- Cabling experience was supervised by a registered cabler
- Cabling work undertaken is covered by AS/CA S009:2013 or AS/NZS 3000:2007 (or their replacements)

**Other criteria/requirements—All candidates must meet at least FOUR of the following requirements (tick to indicate):**

- Installation of distributor systems involving a capacity of at least 20 lines
- Installation of telecommunications earthing protection
- Creation and interpretation of cable plans
- Assist in cable testing and fault rectification
- Assist in preparation of telecommunications cabling advice (TCA) reports for customers (TCA1 forms are mandatory, while TCA2 forms are advisory. Refer to the ACMA website.)
- Interaction with customers

**REGISTERED CABLING SUPERVISORS NAME:** \_\_\_\_\_

**SUPERVISORS REGISTRATION NUMBER:** \_\_\_\_\_

## Restricted registration—Experience requirements

### THIS FORM IS A GUIDE FOR USE BY RTOs, ASSESSORS AND SUPERVISORS/employers

*It can be submitted as evidence of cabling experience to a registrar*

Photocopy this page, add the name of the candidate and tick the criteria they have met.

---

**CANDIDATE NAME:** \_\_\_\_\_

In addition to the completion of relevant competency requirements, candidates require cabling experience to progress to a Restricted Registration. The cabler must provide evidence to the registrar of sufficient cabling experience, which is one of the following:

- > recognised industry qualifications involving cabling practices (for example, qualified electrician)
- > a statutory declaration signed by the candidate in the presence of an authorised witness, setting out the details of the candidates experience
- > a detailed log book of cabling experience, showing dates and types of work
- > a signed statement by an employer or a registered cabler who has directly supervised the candidate, detailing the candidate's experience.

### Criteria for determining cabling experience

**Essential requirements—Candidates are required to have sufficient experience and must meet ALL three requirements (tick to indicate):**

- Experience comprises at least 80 hours of actual work on cabling tasks
- Cabling experience was supervised by a registered cabler
- Cabling work undertaken is covered by AS/CA S009:2013 or AS/NZS 3000:2007 (or their replacements)

**Other criteria/requirements—All candidates must meet at least TWO of the following requirements (tick to indicate):**

- Creation and interpretation of cable plans
- Assist in cable testing and fault rectification
- Preparation of telecommunications cabling advice (TCA) reports for customers (TCA1 forms are mandatory, while TCA2 forms are advisory. Refer to the ACMA website.)
- Interaction with customers

**REGISTERED CABLING SUPERVISORS NAME:** \_\_\_\_\_

**SUPERVISORS REGISTRATION NUMBER:** \_\_\_\_\_

# Appendix B—ACMA definitions: Open, Restricted and Lift cabling work

The following information on cabling work is based on the Telecommunications Cabling Provider Rules 2014 (CPRs), as amended, made under subsection 421(1) of the *Telecommunications Act 1997*. The full consolidated version is on the ACMA website at [www.acma.gov.au](http://www.acma.gov.au).

## Definitions of registered cablers

### Open registered cabler

A person authorised to undertake any Open cabling work, subject to the person holding the appropriate endorsements or specialist competencies for any specialised cabling work undertaken.

### Restricted registered cabler

A person authorised to undertake any restricted cabling work, subject to the person holding a specialist broadband competency for any data or co-axial cabling work undertaken in the home or small office environment.

### Lift registered cabler

An appropriately licensed electrician authorised to undertake any lift cabling work, subject to the person holding a specialist broadband competency for any data or co-axial cabling work undertaken in a lift environment.

### Specialised cabling

Specialised cabling includes any installation, maintenance or repair to any of the following types of customer cabling:

#### Open registered cabler

1. Structured (data cable Cat 5/5e/6 etc.)
2. Optical-fibre cable
3. Co-axial cable
4. Underground
5. Aerial

#### Restricted registered cabler

Broadband (data or co-axial cable in the home or small office)

### Open cabling work

Open cabling work is any type of customer cabling work (including structured, co-axial, optical fibre cabling, aerial and underground cabling work on private or public property), where the customer cabling used terminates at the network boundary on a socket, a network termination device or a MDF (main distribution frame).

### Restricted cabling work

The CPRs define restricted cabling work as:

1. Subject to subsection (2), the following cabling work is **restricted cabling work**:
  - (a) cabling work (including co-axial, broadband, aerial or underground cabling work on private property):

- i. that is performed only in relation to a customer's premises; and
  - ii. in which the electrical supply voltage does not exceed typical domestic single-phase (230 V a c) and three-phase (400 V a c) electrical supply voltages; and
  - iii. in which the customer cabling that is used terminates at the network boundary on a socket or network termination device;
- (b) cabling work in which customer cabling is connected to customer equipment that complies with:
- i. the Act; and
  - ii. the requirements of the Labelling Notice;
- (c) cabling work that meets all of the following criteria to ensure the cabling safety:
- i. the work is performed only in relation to a customer's premises;
  - ii. the electrical supply voltage exceeds the typical domestic single-phase (230 V a c) and three-phase (400 V a c) electrical supply voltages;
  - iii. the supply voltages are identifiable by every person performing the cabling work;
  - iv. the electrical power cables are inaccessible to any person performing the cabling work

*Note:* HV cables must not be accessible to restricted cabling providers

*Note:* Section 4.6 sets out requirements that must be met if a cabling provider is performing restricted cabling work that relates to aerial cabling.

2. Subsection (1) does not apply to cabling work:

- (a) performed between customer equipment and any of the following jumperable distributors or jumperable frames, and terminating at the distributor or frame:
  - i. a Building Distributor;
  - ii. a Campus Distributor;
  - iii. a Local Distributor;
  - iv. a Floor Distributor;
  - v. a System Distribution Frame;
  - vi. a Test Point Frame; or
- (b) involving cable pairs that are included in cable sheaths shared with other services; or
- (c) performed between customer equipment and a patch panel, and terminating at the patch panel.

***Examples of restricted cabling work***

1. Cabling work connected behind an alarm panel or modem (but not via a jumperable distributor, a jumperable frame or a patch panel).
2. Cabling work connected directly behind a Customer Switching System (but not via a jumperable distributor, a jumperable frame or a patch panel).
3. Cabling work for additional phone points (other than the first point) in a commercial, high rise or multi-storey building, if the service involved is a standard telephone service (but not via a jumperable distributor, a jumperable frame or a patch panel).
4. Cabling work for a home automation system (but not via a jumperable distributor, a jumperable frame or a patch panel).

### **Lift cabling work**

Lift cabling work is defined in the CPRs as work:

- (a) that is performed in relation to a lift that has been installed, or is to be installed; and
- (b) in relation to which the customer cabling that is used connects:
  - i. a cross connection point adjacent to the lift motor room; and
  - ii. the lift control cubicle within the lift motor room; and
  - iii. the lift cars.

### ***Examples of cross connection points***

1. The Floor Distributor (formerly known as the Intermediate Distribution Frame).
2. The Local Distributor (formerly known as the Final Distribution Point).
3. Another suitable cable termination point adjacent to the lift motor room.

**Telecommunications cabling work** in Lift is covered by the ACMA CPR requirements.

**Electrical work** is covered by the electrical industry and the EE-OZ Training Package.

Cablers registered as Open CPR are also qualified to work on telecommunications Lift cabling as an 'Open' CPR obviously exceeds requirements for both Lift and Restricted.

### **More information**

More detailed information about the CPRs and arrangements for cabler registration is available on the ACMA website, [www.acma.gov.au](http://www.acma.gov.au).

# Appendix C—Cabling Provider Rules

The Telecommunications Cabling Provider Rules 2014 (CPRs) regulate the customer cabling industry and an industry-managed training and registration scheme.

CPRs ensure that minimum cabling requirements are in place to promote safety and maintain network integrity.

The major requirements of CPRs are that:

1. All customer cabling work in the telecommunications, fire security and data industries must be performed by a registered cabler holding the appropriate endorsements or specialist competencies for any specialised cabling work undertaken.
2. Depending on the cabling work performed, cablers must obtain either an Open, Restricted or Lift registration that meets ACMA's training competency requirements as well as the appropriate endorsements or specialist competencies required for any specialised cabling work that will be undertaken.
3. Cabling work must comply with the Wiring Rules. The Wiring Rules detail the minimum requirements for cabling installations to ensure that network integrity and the health and safety of end-users, other cablers and carrier personnel is protected.
4. Telecommunications cabling must be adequately separated or segregated from electrical cabling to avoid creating a dangerous situation.
5. Cablers are required to install only cabling product (including cable) and customer equipment that complies with the requirements of the Labelling Notice.
6. Cablers must, at the completion of each cabling task, provide the client (that is, the customer or employer, whichever is appropriate) with a job sign-off form, such as a telecommunications cabling advice form (TCA).
7. Registered cablers must directly supervise an unqualified cabler's cabling work. A supervising cabler can only do this if they hold the appropriate registration and the applicable endorsements or competencies for the work being undertaken – this is known as the Supervision Rule.
8. Under the Supervision Rule, a qualified cabler with the appropriate registration and the applicable endorsements or competencies, must accept full responsibility for the work done by an unqualified cabler and ensure that it fully complies with the Wiring Rules including signing the TCA form.
9. Cablers must provide all reasonable cooperation and assistance to ACMA inspectors and cabling auditors. Cablers can be subject to fines if they do not abide by their registration conditions.
10. Cablers are required to notify their registrar of any change of contact details within 21 days.

## **More information**

This is a brief overview of the CPRs and does not list all the obligations and responsibilities of cablers performing telecommunications cabling work. Cablers should make themselves familiar with the requirements of the CPRs, which are available via the ACMA website at [www.acma.gov.au](http://www.acma.gov.au).



Enquiries to the ACMA should be directed to:

- > telephone 1300 850 115
- > fax: (03) 9963 6899
- > email: [info@acma.gov.au](mailto:info@acma.gov.au).

**Offences**

A person who intentionally or recklessly contravenes the ACMA's cabling regulatory requirements for CPRs is guilty of an offence punishable by a \$1,200.00 on-the-spot fine issued by an ACMA inspector, or on conviction by a court, a fine of up to \$21,600.00.

*This document is intended as a guide only. For this reason, the information should not be relied on as legal advice or regarded as a substitute for legal advice in individual cases.*

## Appendix D—Comparison of old and new competency codes

New competency codes ICT Release 3.0 (January 2016)	Old competency codes ICT10 Release 2.0 (February 2014)
ICTCBL201	ICTCBL2005B
ICTCBL202	ICTCBL2006B
ICTCBL203	ICTCBL2008B
ICTCBL204	ICTCBL2012A
ICTCBL206	ICTCBL2017A
ICTCBL236	ICTCBL2136
ICTCBL237	ICTCBL2137
ICTCBL238	ICTCBL2138A (previously ICTTC138)
ICTCBL301	ICTCBL3009
ICTCBL302	ICTCBL3010
ICTCBL303	ICTCBL3011
ICTCBL307	ICTCBL3018
ICTCBL308	ICTCBL3019
ICTCBL309	ICTCBL3020
ICTCBL310	ICTCBL3021
ICTCMP201	ICTCMP2022B
ICTCMP202	ICTCMP2239
ICTWHS204	ICTOHS2170/ICTWHS2170