

## ►► Scantag Pty Ltd

Electrical Compliance Testing and Tagging

**Know It's Safe! - Know Where It Is!**

Electrical Contractors Licence. Number 43364

50 Canopus Street

Coorparoo Qld 4151

Phone 07 3901 7440 Fax 07 3901 7540

Local call **1300 088 366** Mob 0418 988 794

Email [Admin@Scantag.com.au](mailto:Admin@Scantag.com.au)

**Scantag** ABN 44 090 595 298 [www.scantag.com.au](http://www.scantag.com.au)

- Testing & Tagging of Electrical Appliances\*
- Emergency Lighting Testing \*
- Lighting Lux levels General Lighting & Fluorescent Tube Replacements
- Security Lighting Checks
- Switchboard Inspections
- Safety Switch Installation & Testing \*
- Asset Registers & Equipment Tracking
- Electrical Maintenance

It is compulsory for items marked with an asterisk \* to be inspected. Various Regulations and Standards may apply.

Scantag supplies additional services via

**AAlphabet** BN 19447140  
[www.AAlphabet.com.au](http://www.AAlphabet.com.au)

- Contracting & Trade Services
- Facility & Project Management
- Maintenance & Installation Services
- Labour Hire
- Workplace Reviews -WH&Safety Reports

## Join the Scantag Compliance Testing Program

As per your recent enquiry, information is provided regarding the *Scantag* compliance program.

### Services

*Scantag* provides on site Electrical Appliance Testing and Asset tracking to meet various client requirements, we offer the following Services Levels.

- **Basic**  
Scantag provides a no frills service, we provide only a Certificate of Test on completion with no documented recording of individual test activities. We meet the regulations at the most basic level only.
- **Standard**  
Using our unique Scantag Recording System utilising Bar-coded Test and Equipment tags we provide a full asset tracking system. Scantag carries out testing to meet client requirements of all items or only "Specified Items" as required by regulations. We maintain a Personalised Client Profile/Service Agreement and provide documented reports of testing activities using standard Scantag procedures and reports.
- **Customised**  
Scantag develops specific work procedures, and reports to meet client requirements.

### Why Safety Test or Asset Track Equipment?

*Scantag* Asset recording and tracking provides a simple cost effective solution to keeping track of any type of equipment that you want to log.

At all workplaces employers are required to ensure that they conduct business in a way that is electrically safe. Compliance testing of electrical equipment is required by Electrical Safety Regulations Part 5 Sec 82-90 (Formerly part of the Workplace Health and Safety regulations). *Scantag* provides a service to clients requiring full documentation of test activities to aid any quality assurance or accreditation requirements. We undertake Testing and Tagging, Safety Switch testing, and Emergency Lighting tests where required.

**Fines of up to \$40,000** have been imposed on employers where fatal electrical accidents have occurred at the workplace and there has found to be no compliance-testing program in place. The compliance testing of portable electrical appliances or other compliance testing at your facility may currently out of date or soon be due for testing. Scantag is registered electrical contractor and specializes in this type of work.

### Purchase Orders & Charge Rates

Please return the attached Account application form and work request form or your in-house purchase order by fax/email for *Scantag* to carry out this work for you. Please take this opportunity to amend your current details and include any additional work you may want undertaken. Our current rates where applicable are:

## Compliance Testing and Tagging of Appliances , RCDs - Testing of Emergency Lighting General Lighting Lamp Patrols

- Competent Person per hr \$55.50 per hr (\$72.50 a/hrs)
- Electrical Tradesman per Hr \$68.00 per hr (\$88.50 a/hrs)
- Administration and Reporting Services \$66.00 per hr (Min 1 hr per service call)
- Test Tags 44c ea
- Equipment Labels 35c ea

### Maintenance call outs

- Initial Service/Site attendance charge \$90.00 (Includes 1<sup>st</sup> Hr )-
- Kilometres travelled 66c per klm – (out side the Inner Brisbane area.)
- All charges are +plus 10% GST.

We aim to test 8 -12 items per hr on average depending of the work environment. 15 -20 items for the Basic Service if no reporting is required. Our charge rate increases by approx. ½ the CPI index each year. This increase is applied in June each year. Terms: 7Days from receipt of invoice

Once the work request/confirmation below has been received by us, we will call to confirm the start date and any other requirements you may need.

### Variation

Many things can effect the efficiency of testing at any particular time, By having your staff working closely with our test teams and ensuring all items are presented for testing promptly we can undertake testing as efficiently as possible. All work is charged at our standard hourly rate with a guarantee that your account will not vary by more that 15% from test to test based on an adjusted per hr item test rate.

### Other services

Scantag has introduced a number of services to compliment our core service, Testing and Tagging of electrical equipment. There are a number of inspections required by various standards and workplace Health and Safety regulations. Some are compulsory, some simply make your workplace more efficient and a more enjoyable place to be in. We are able to provide a comprehensive service for, Safety Switches, Emergency Lighting, Lighting repairs.



Scantag is part of the **Alphabet Group** that provides a range of Facility, Building and Project Management and Maintenance Services across many disciplines. Both On site and On line . [www.aalphabet.com.au](http://www.aalphabet.com.au)

Do you have a problem area that needs a resolution? Gives us a call today to discuss how we can get the job done for you.

We can provide Industrial & Commercial Solutions, our staff have experience in a range of technologies and can provide:

- Labour Hire, Projects, Emergency Breakdown & Shift cover – Shutdowns
- Industrial and Commercial Lighting Repairs and Bulb Replacements
- Project – Subcontractor Management
- Workplace Reviews and Compliance Reports
- Technical Compliance Management - Project Commissioning Services

Phone our Call centre 1800 020 200 to enquire how we can assist you with any project you may our

A handwritten signature in black ink, appearing to read "T. Stevens".

Tom Stevens

Managing Director

# Scantag Account Application Form:

<b>Company/Entity Name:</b>																																								
<b>ABN:</b>																																								
<b>Contact Details:</b>																																								
<b>Account Service Manager:</b>	Name/s of the main contact that Scantag will liaise with regarding the work to be carried out																																							
<b>Name:</b>																																								
<b>Title:</b>																																								
<b>Phone:</b>																																								
<b>Fax:</b>																																								
<b>Email:</b>																																								
<b>Account Payable:</b>	Name of the person responsible for processing and paying accounts																																							
<b>Name:</b>																																								
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<b>6 mthly Service Visits:</b>																																								
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<b>SERVICE Agreement:</b>	Scantag guarantee <b>no price rises</b> for the period of the service agreement: <b>Please schedule a compliance testing program to be run over the next _____ years.</b>																																							
<b>Payment terms:</b>	I acknowledge that payment terms are 7 Days from receipt of invoice unless otherwise agreed.  Signed _____																																							

## Scantag Provides

<b>Description</b>	<b>Comment</b>	<b>Reference Regulation or Standards</b>
Test & Tag all Portable Electrical Items as per the Scantag Test procedures Our Core service to Industry Includes Fixed RCD Testing	6mthly, 12mthly or 5yrly Test frequencies apply as per Electrical Safety Regulations and AS 3760 Standards	Electrical Safety Regulations Part 5 sec 82 - 94 Applicable standards AS/NZS 3670 or AS 3012 for Construction sites
Specified Equipment Only (Portable equipment that can be moved for the purpose of its use)	S – Only Test “Specified Equipment” as defined by Electrical Safety regulations	Minimum Testing required by Legislation
Asset Tracking	AS – Asset Track Electrical items not due for testing	Eg Computers or other valuable equipment.
Leakage Tests for Microwaves	Ensure that Microwave ovens do not leak	World Health Organization Guidelines
Emergency Lighting Discharge Tests	6 mth ly and 12 mthly Testing of lights	AS/NZS 2293
Lighting Lux Levels Checked/Re-Checked/	Does your lighting meet Standards set for your work environment	Call Scantag for advice on Lux lighting levels for your workplace AS1680
Replace Tubes & Starters	Using the latest Tri-Phosphorous tubes	We normally use the Phillips Alto 850A tubes and can supply any lamp to suit you
Check Switching of Security Lighting	Ensure your security lights work properly	Keep your staff safe
Asset Tracking of:Furniture or Other Equipment	Keep track of your vital assets. We can list items by Locations or even rooms if required.	Do you have an asset register?
Inspection of Switchboards	Look for Hot points and Loose Connections. Ensure Circuit Schedules are Current (We can arrange Thermal Scanning if required)	Many alterations over time can lead to overloading of your installation. AS/NZS 3000: 2000
Leakage Tests and Microwaves	Ensure Microwave ovens do not leak AS 3350	World Health Organization Guidelines
Minor Repairs and Maintenance	Replace Cracked Switches Power outlets or Repair lights not working.	Change them now before it’s too late. A little problem can become a big shock
Workplace Compliance Checklist	We have developed a simple checklist to check for checking dangers in your workplace	Have you checked your requirements lately? Did that specialist contractor do the job right?
General Electrical Contracting Hourly Hire	Lets us assist you with your project	Rates to suit you