



## How to apply for the Electrical Contractor Class A\* Licence

**Who can apply :** The applicant shall have an office with adequate office facilities functioning in the State of Kerala. The applicant shall have a minimum of three years active experience after the possessing a Contractor class 'B' ( with the scope of all LT / MV Electrical installations upto 250kW including Generator Installations upto 250 kVA) in the State of Kerala and the applicant should have successfully completed the installation works of either (a) or (b) or (c) given below

- 3 Numbers of Installation of Generator of capacity 100 kVA or above
- 2 Numbers of Generator of capacity 100 kVA or above and One Number of APFC panel of capacity 100 kVA or above
- 1 Number of Generator of capacity 100 kVA or above and 2 Numbers of APFC panel of capacity 100 kVA or above

And also the applicant must have completed a total MV installation works of 1000 kVA or above in different consumer premises out of which 1/3<sup>rd</sup> shall be of Industrial Load and 5 Numbers of load should be unit loads of minimum 25 hp or capacitor panel rated minimum 25 kVAR. The lift motor fire pump motor, X-ray and CT scan shall not be considered as unit load for this purposes.

The applicant shall employ for the purpose of contract work, Electrical Supervisor holding valid Supervisor Permit 'A' with scope

The applicant shall employ for the purpose of contract work Electrical Wireman holding valid Electrical Wireman Permit

The applicant shall possess Instruments ( With Test and Calibration Certificates ) The applicant shall possess the Electrical Tools

The applicant shall possess the drawing and office facilities. The applicant shall possess the library of books

The partner ship firm shall register partner ship deed under Kerala Registration Act. and Company Registration Certificate ( if registered as Company )

1. Dully filled **Application form for Electrical Contractor Class A Licence** ( Application form available from Web site : [www.ceikerala.gov.in](http://www.ceikerala.gov.in) )

Documents to be forwarded along with the application

- Original chalan receipt for the remittance of the fee\*\* remitted in a Government Treasury or in Friends under the head of account " 0043 – 00 – 800 – 99 ".
- Original Test and Calibration certificates of Instruments( validity does not exceed six months )
- Verification Certificate of Tools ( validity does not exceed six months )
- Declaration** of Wireman / Supervisor ( attested by the officer from District Office of the Department of Electrical Inspectorate )
- Original Electrical Wireman / Supervisor permit (for the enrollment of Wireman / Supervisor )
- Bank Guarantee for Rs 10,000/- and Rs 25000/- for HT and EHT installations respectively ( for minimum period of 3years )
- Self addressed and stamped envelope of A4 size ( Stamps worth Rs 80 / - )
- Two passport size photographs attested by a Gazetted Officer (on the back side, stating that this is the true photograph of Shri / Smt.....)
- Two specimen signatures duly attested by a Gazetted Officer.
- Certificate of ownership of workshop ( fabricating unit ) / Office**
- A List containing the data of the Electrical Installation works undertaken successfully and Hard Copies of the Letter of Approval of Electrical scheme, Approved drawings, Letter of Sanction for Energisation of installations**

**\*\* Fee as per G.O ( MS ) No: 40 / 2013/ PD dated 30.08.2013**

Application Form Fee	Rs 1000
Initial fee to be sent along with application	Rs 1000
Fee for issue of licence after verification	Rs 10000
Cost of Staff Register	Rs 300
Total Fee	Rs 12300

**Application should be addressed to**

The Secretary, Kerala State Electricity Licensing Board, Department of Electrical Inspectorate  
Housing Board Buildings, Shanthi Nagar, Thiruvananthapuram 695 001

**Scope of Electrical Contractor Class A\* Licence will be the scope of Electrical Supervisor Grade A Permit 's scope**



## How to renew # the Electrical Contractor Class A Licence

# Licence should be submitted for renewal before one month of "valid upto" date  
Licence becomes 'lapsed' after 3 months from the "valid upto" date  
Licence lapsed for more than 1 year will not be revalidated

1. Duly filled **Application form for renewal of Electrical Contractor Class A Licence**  
( Application form available from Web site : ceikerala.gov.in )
2. Original Electrical Contractor Class A Licence
3. Documents to be forwarded along with the application
  - (a) Original chalan receipt for the remittance of the fee\*\* **Rs 5000/-** remitted in a Government Treasury or in Friends under the head of account " **0043 - 00 - 800 - 99** ".
  - (b) Original Test / Calibration certificates of Instruments ( validity does not exceed six months )
  - (c) Verification Certificate of Tools ( validity does not exceed six months )
  - (d) Declaration of Wireman / Supervisor ( attested from District Office of the Department of Electrical Inspectorate )
  - (e) Original chalan receipt for the remittance of the fee\*\* **Rs 200/-** remitted in a Government Treasury or in Friends under the head of account " **0043 - 00 - 800 - 99** "for the new enrollment of Wireman / Supervisor ( per Wireman / Supervisor )
  - (f) Original Electrical Wireman / Supervisor permit ( for the new enrollment of Wireman / Supervisor )
  - (g) Bank Guarantee for Rs 10,000/- and Rs 25000/- for HT and EHT installations respectively
  - (h) Self addressed and stamped envelope of A4 size ( Stamps worth Rs 80 / - )

*If a period of 10 years is completed after the issue or renewal of Licence*

- (a) *Two passport size photographs attested by a Gazetted Officer  
(on the back side, stating that this is the true photograph of Shri / Smt.....)*
- (b) *Two specimen signatures duly attested by a Gazetted Officer.*

Licence should be submitted for renewal before one month of "valid upto" date  
Licence should be submitted for renewal with Late fee and Renewal Fee upto 3 months after the "valid upto" date

	Fee
Fee for Renewal of Permit	Rs 5000
Late fee for the renewal of permit	Rs 1000
Total Fee	Rs 6000

**Application should be addressed to**

The Secretary, Kerala State Electricity Licensing Board, Department of Electrical Inspectorate  
Housing Board Buildings, Shanthi Nagar, Thiruvananthapuram 695 001



# How to revalidate the Lapsed Electrical Contractor Class A Licence

Licence should be submitted for renewal before one month of "valid upto" date

Licence becomes 'lapsed' after 3 months from the "valid upto" date

Licence lapsed for more than 1 year will not be revalidated

## 1. Duly filled Application form for Electrical Contractor Class A Licence

( Application form available from Web site : [www.ceikerala.gov.in](http://www.ceikerala.gov.in) )

## 2. Original Electrical Contractor Class A Licence

## 3. Documents to be forwarded along with the application

- Original chalan receipt for the remittance of the fee\*\* Rs 7000 /- remitted in a Government Treasury or in Friends under the head of account " 0043 - 00 - 800 - 99 " .
- Original Test / Calibration certificates of Instruments ( validity does not exceed six months )
- Verification Certificate of Tools ( validity does not exceed six months )
- Declaration of Wireman / Supervisor ( attested from District Office of the Department of Electrical Inspectorate )
- Bank Guarantee for Rs 10,000/- and Rs 25000/- for HT and EHT installations respectively
- Self addressed and stamped envelope of A4 size ( Stamps worth Rs 80 / - )

*If a period of 10 years is completed after the issue or renewal of Licence*

- ◆ Two passport size photographs attested by a Gazetted Officer (on the back side, stating that this is the true photograph of Shri / Smt.....)
- ◆ Two specimen signatures duly attested by a Gazetted Officer.

**Fee as per G.O ( MS ) No: 40 / 2013 / PD dated 30.08.2013**

Cost of Application for Electrical Contractor Class A Licence	Rs 1000
Application fee for Electrical Contractor Class A Licence	Rs 1000
Fee for fresh permit in lieu of lapsed Licence	Rs 5000
Total Fee	Rs 7000

**Application should be addressed to**

The Secretary, Kerala State Electricity Licensing Board, Department of Electrical Inspectorate  
Housing Board Buildings, Shanthy Nagar, Thiruvananthapuram 695 001



## How to get the duplicate # Electrical Contractor Class A Licence

# Licence should be submitted for renewal before one month of "valid upto" date  
Licence becomes 'lapsed' after 3 months from the "valid upto" date  
Licence lapsed for more than 1 years will not be revalidated

### 1. Duly filled [Application form for the duplicate Electrical Contractor Class A Licence](#)

( Application form available from Web site : [ceikerala.gov.in](http://ceikerala.gov.in) )

### 3. Documents to be forwarded along with the application

- (a) Original chalan receipt for the remittance of the fee\*\* **Rs 2000/-** remitted in a Government Treasury or in Friends under the head of account " **0043 - 00 - 800 - 99** ".
- (b) Original Test and Calibration certificates of Instruments ( validity does not exceed six months )
- (c) Verification Certificate of Tools ( validity does not exceed six months )
- (d) Declaration of Wireman / Supervisor ( attested from District Office of the Department of Electrical Inspectorate )
- (e) Original chalan receipt for the remittance of the fee\*\* Rs 200/- remitted in a Government Treasury or in Friends under the head of account " **0043 - 00 - 800 - 99** ". for the new enrollment of Wireman / Supervisor
- (f) Original Electrical Wireman / Supervisor permit (for the new enrollment of Wireman / Supervisor )
- (g) Bank Guarantee for Rs 10,000/- and Rs 25000/- for HT and EHT installations respectively
- (h) Self addressed and stamped envelope of size 20 cm x 14 cm ( Stamps worth Rs 62 / - )
- (i) Two passport size photographs attested by a Gazetted Officer  
(on the back side, stating that this is the true photograph of Shri / Smt.....)
- (j) Two specimen signatures duly attested by a Gazetted Officer.
- (k) Certification by the applicant of the loss or damage, mutilation or defacement of the original permit attested by a Gazetted Officer.
- (l) Copy of the [prescribed notice](#) published in the daily news paper approved by PRD.

**Application should be addressed to**

The Secretary, Kerala State Electricity Licensing Board, Department of Electrical Inspectorate  
Housing Board Buildings, Shanthi Nagar, Thiruvananthapuram 695 001



<b>Electrical Contractor Class A Licence</b> Scope 1 : All LT/ MV Electrical installations, MV Generator upto 500 kVA and HT installation upto 500 kVA Transformer Scope 2 : All LT / MV / HT Electrical installations (This does not include EHT Electrical Installation)	
<b>Instruments</b>	
01.	500 volt insulation tester
02.	1000 volt insulation tester
03.	5000 Volt insulation tester (motorized / electronic type)
04.	Phase Sequence Tester
05.	Earth Tester with testing kit 0-01/1000 ohm with selector switch
06.	Digital multi meter to read D.C. voltage AC voltage, AC current, D.C. current resistances and capacitances
07.	Frequency meter 45 to 55 Hz
08.	Tong tester (with different ranges to measure for 10A onwards with selector switch) 0-800A, Voltage range 0-300V / 600V
09.	Portable PF Meter - 5A, 240V, A/C
<b>Tools and equipments</b>	
01.	Spanner set Double end Box Ring
02.	Adjustable type
03.	Cutting Pliers(insulated)
04.	Nose Pliers
05.	Micrometer / Screw gauge
06.	Allen key set
07.	Verneer Calipers
08.	Steel Measuring Tap (a) 15 m and (B) 50 m
09.	Portable Compressor with spray gun
10.	Blower
11.	Screw Drivers (all size)
12.	Portable Welding Set - 100 A
13.	Crimping tools set with dies up to 400 sq. mm. Hand Operated Hydraulic
14.	Rollers for cable laying.
15.	Safety Belt
16.	Portable grinder
17.	Rubber Gloves( Electrical grade)
18.	Portable Drill Heavy duty Light duty
19.	Tool for pipe threading and joining
20.	Blow Lamp
21.	A cable joining facilities
22.	Fabrication and materials handling facility
<b>Drawing and office facilities</b>	
01.	Drawing board & Accessories, Computer with CAD
02.	Facility for taking Ammonia prints and blue prints, Printer / Plotter
03.	Type writer / Computer
04.	Telephone / Fax / E-mail
<b>Library of books</b>	
01.	The Electricity Act 2003
02.	The CEA (Measures relating to safety and Electric supply) Regulations 2010
03.	KSELB Rules
04.	Conditions of supply of KSEB / Licencee
05.	Supply Code
06.	Electrical Inspectorate Standards
07.	Standard Published by Central Board of Irrigation &Power/CEA
08.	Safety Manuel
09.	National Electric Code
10.	Kerala Cinema( Regulation) Rules1988
11.	All important BIS specification as directed by the licensing board and the Electrical inspectorate from time to time IS 3043/87, IS 732/89, IS 10028/85, IS 10561 / 83, IS 13234/82, IS13235/91, IS 10118/82, IS 2309/89, IS 11171/85, IS 5616/82, IS 13947/93, IS 2026/81( HT) IS 10810/84, IS 335/93 (EHT)
<b>Electrical Contractor Class A Licence</b> Scope 3 : All LT/ MV / HT / EHT Electrical installations (All Electrical Installations) The following additional facilities also have to be provided	
01.	Facility for handling heavy machineries
02.	Fabrication facilities
03.	Cable jointing and terminating facilities
04.	Oil filtering and testing facilities
05.	Relay testing kit
06.	High Voltage testing facilities`



<b>Electrical Contractor Class A Licence</b> Category and Scope of work	Technical staff required Electrical Supervisor and Electrical Wireman
<b>All LT/ MV Electrical Installations, MV generator upto 500 kVA and HT installation upto 500 kVA Transformer</b>	<p>The applicant shall employ for the purpose of contract work : <b>One Electrical Supervisor holding valid Supervisor Permit Class 'A' with scope : All LT / MV Electrical Installations, MV Generator upto 500kVA HT Installations upto 500 kVA Transformer</b></p> <p>The applicant shall employ for the purpose of contract work : <b>Five Electrical Wireman holding valid Electrical Wireman Permit</b></p> <p>Electrical Wireman subject to the maximum of 10 for each Electrical Supervisor.</p>
<b>All LT/ MV / HT Electrical Installations (This does not include EHT installation)</b>	<p>The applicant shall employ for the purpose of contract work : <b>One Electrical Supervisor holding valid Supervisor Permit Class 'A' with scope : All LT / MV / HT Electrical Installations ( This does not include EHT installations )</b></p> <p>The applicant shall employ for the purpose of contract work : <b>Five Electrical Wireman holding valid Electrical Wireman Permit</b></p> <p>Electrical Wireman subject to the maximum of 10 for each Electrical Supervisor.</p>
<b>All LT / MV / HT / EHT Electrical Installations ( All Electrical Installations )</b>	<p>The applicant shall employ for the purpose of contract work : <b>One Electrical Supervisor holding valid Supervisor Permit Class 'A' with scope : All LT / MV / HT / EHT Electrical Installations ( All Electrical Installations )</b></p> <p>The applicant shall employ for the purpose of contract work : <b>Six Electrical Wireman holding valid Electrical Wireman Permit</b></p> <p>Electrical Wireman subject to the maximum of 10 for each Electrical Supervisor.</p>

Scope of Work of the Electrical Contractor Class A = Scope of **the Electrical Supervisor Class A**