

MINISTRY PAPER NO.: _____

PERFORMANCE OF THE ELECTRICITY DIVISION FOR FINANCIAL YEAR 2003/2004 AND FOCUS FOR 2004/2005

1.0 Purpose of Ministry Paper

This Ministry Paper is intended to provide highlights of the performance of the Electricity Division over the 2003/2004 Financial Year and the main focus for the 2004/2005 Financial Year.

2.0 Role and Functions of the Electricity Division

Established in 1956, the Electricity Division is responsible for the inspection of electrical installations throughout the island in accordance with the Electric Lighting Law.

The Electricity Division operates four (4) offices across the island to ensure maximum and timely access to customers. The offices are located in Kingston (head office), St. Ann, St. James and Manchester.

2.1 Mission

The Mission of the Electricity Division is:

- (a) to ensure that electrical installations island-wide are safe and effected consistent with the Jamaica Standards Regulations; and
- (b) to educate the public on the importance of having their electrical installations inspected and certified and to monitor electrical installation practices with the aim of preventing loss of life and property as a result of electrical accidents.

2.2 Objectives

The main objective of the Division is to ensure the practical safeguarding of persons and property (buildings and their contents) from hazards arising from the use of electricity. The objectives of the Division are accomplished by an orderly system of inspections, tests, and certification of electrical installations, thereby ensuring that the essential provisions considered necessary for safety are satisfied in accordance with the regulations and the Electric Lighting Law. A certificate of fitness is subsequently issued to the supplying authority by the Electricity Division, also called the Government

Electrical Inspectorate (G.E.I.) attesting to the safety of the installation and its adherence to the governing standards. The Chief Electrical Inspector is the sole arbiter on all electrical matters on which the regulations are silent.

Only installations for which certification has been issued by the GEI are allowed to be connected to the Jamaica Public Service Company Limited (JPSCo.) system.

2.3 The Main Functions of the Electricity Division are:

- (i) to ensure that all electrical installations constructed in Jamaica comply with the Electric Lighting Law and the related regulations so that electrical systems can provide light and power without hazard to life and property;
- (ii) to physically inspect all new installations (industrial, commercial, and domestic) and certify them before they are connected to the JPSCo's grid;
- (iii) to carry out periodic checks of old installations, including transmission and distribution lines and substations, and recommend modifications and improvements as necessary;
- (iv) to inspect and to certify new installations of the JPSCo. electrical system (transmission and distribution) and the Rural Electrification Programme (REP);
- (v) to process, comment on, and approve all electrical designs submitted by consultants, contractors, developers and consumers;
- (vi) to investigate accidents relating to electricity and to prepare reports to improve the safety of installations involved;
- (vii) to provide technical information to consultants, architects, electrical engineers, local and foreign contractors, police and fire officials and the general public;
- (viii) to monitor the performance of all licensed electricians and advise the Board of Examiners accordingly; and
- (ix) to meet with members of technical committees of the Board of Examiners and Bureau of Standards Jamaica, to discuss technical standards, materials, equipment and the preparation of new specifications.

3.0 Achievements for Financial Year 2003/2004

3.1 Main Achievements

On an average twenty four thousand (24,000) inspections are done annually. During the period under review, a total of twenty seven thousand and fifty eight (27,058) applications were received of which twenty-four thousand seven hundred and sixty-one (24,761) or 91.5% of installations were granted certification and two thousand two hundred and ninety-seven (2,297) or 8.5% were rejected.

3.2 Approved Budget

A total of \$41.70 M was approved for the Division's budget for the 2003/2004 Financial Year. Of this amount \$32 M was for emoluments including traveling (195,512 km) and subsistence. The balance of approximately \$10 M was to cover all other costs including rental of offices at four (4) locations island-wide.

3.3 Service Fees

The Division earned \$12.3 million in service fees.

4.0 Main Programmes for 2004/2005 Financial Year.

The target is twenty eight thousand (28,000) inspections for the Financial Year.

The overall aim for the 2004/2005 Financial Year is to create a better public image for the Division, maximize revenue, provide quality customer service and generally operate in a more efficient and effective manner. To achieve this, there are a number of programmes and targets that the Division plans to implement over the course of the year. The main ones are as follows:

- (a) procurement of the necessary measuring instruments;
- (b) launching of a website to enhance communications and information flow;;
- (c) procurement of computer hardware and software necessary for the installation of an electronic communications network;
- (d) effecting a public education campaign aimed at promoting the goals, objectives, and services that the Electricity Division offers;

- (e) provision of training for electrical inspectors and technical assistants (this is to be geared towards improving knowledge of contemporary inspection methods and the implementation of a single performance standard throughout the Division.)
- (f) Maximizing revenue through greater efficiency and the implementation of cost recovery inspection fees.

The use of identification stickers to be placed on electrical panels of certified installations is seen as a way of stimulating awareness of the Electricity Division in the minds of the public. The stickers will be colour coded, indicating the specific office from which they were issued and will carry information to facilitate tracing the corresponding electrical report or certificate.

5.0 Budget for the Financial Year 2004/2005

The 2004/2005 budget is \$42.4 M comprising provisions for the compensation of employees in the amount of \$25.61 M and procurement of goods and services amounting to some \$16.80 M. Some key activities are highlighted below.

5.1 Staff Training

One area, on which the Division intends to focus, is that of the technical assistants, who work along with the Electrical Inspectors in carrying out inspection duties. The aim in Financial Year 2004/2005 is to ensure that technical assistants are so trained that they will qualify as candidates for the Electricians' Licensing Examinations, a prerequisite to becoming inspectors.

The Division has also recognized the need to have some staff members trained in customer service and store keeping. Relevant courses have been identified

5.2 Computer Programme and Network

The Division aims to make the submission of electrical installations for inspections by licensed electricians, a process that can be conducted at any of the offices, irrespective of the location of the installation itself. At present, the submission of electrical installations for inspections, by licensed electricians, is confined to that office of the Division in whose constituency (parishes for which that office is responsible) the installation is located. This, another step towards providing quality customer service, would allow licensed electricians to make submissions at the nearest office, for installations located in a remote constituency, without having to journey to the office in whose constituency the installation is located.

The development of a computer programme and network is crucial to the smooth operation of the Division and will assist in the accessing of information from any of the four (4) offices with minimum delay. From time to time efficiency has been compromised

by inability to capture relevant data that could help to better plan the operations and optimize the use of resources. A computer network would enable research/data capture, and evaluation and manipulation of data to facilitate prompt responses to internal and external requests.

In linking all offices to a single databank, information received by the Division in general, can be accessed from any of the offices.

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