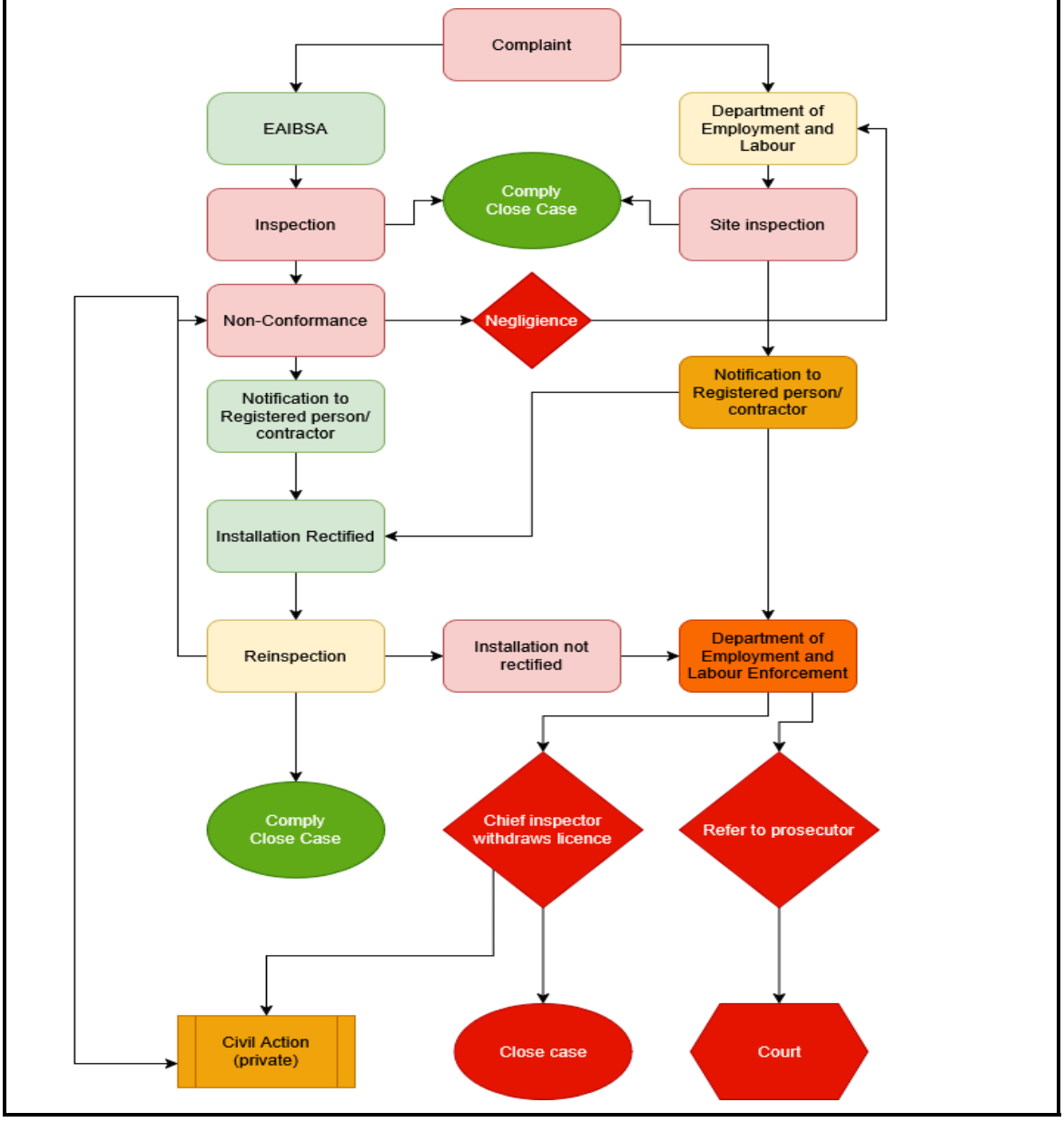
Departemental Process Flow



Process Description

The process may originate from a complaint or request for investigation submitted either to EAIBSA or to the Department of Employment and Labour by the user.

Leg 1 – Inspection Authority Process (EAIBSA)

1 EAIBSA conducts an investigation and inspection, including the collection and review of relevant documentation.
2 A report is compiled based on the findings.
3 Where the installation is found to be compliant, the matter is considered closed.
4 Where non-compliance is identified, the registered person or responsible contractor is notified and required to undertake corrective action.
5 Where findings indicate negligence attributable to a registered person, the matter must be reported to the Chief Inspector in terms of the Electrical Installation Regulations.

Leg 2 – Department of Employment and Labour Process

6 The Department of Employment and Labour may conduct its own inspection or investigation.

7 The registered person is formally notified of non-compliance and required to rectify.

8 Where non-compliance is not rectified, the Department may take enforcement action, including suspension, withdrawal of registration, or prosecution.

Rectification and Closure

9 Where corrective action is undertaken, EAIBSA may perform a reinspection to verify compliance.

10 If the installation is found to be compliant upon reinspection, the matter is considered closed.

11 Where non-compliance persists, the matter may proceed to enforcement by the Department of Employment and Labour.