

## Informative note

### Manitoba Electrical Code

### Manitoba Hydro administrative section: Manitoba Hydro Act Section 25

**This informational note is designed to provide guidance on the Manitoba Hydro requirements concerning permits and inspections**

#### Electrical permits and requirements respecting work under a permit

These requirements will be enforced by Manitoba Hydro under the administrative powers granted under the Manitoba Hydro Electric Act:

- 1) No electrical work with respect to installation, alteration, repair or extension of any electrical equipment shall commence until an electrical permit is issued by the inspection department.
- 2) Notwithstanding Sentence (1), a person licensed under The Electricians' Licence Act (Manitoba) is not required to have an electrical permit for the following electrical work:
  - a) the replacement or repair of wiring devices with an electrical rating no greater than 30 amperes, 150 volts to ground and not associated with a location as described by section 18,20 or 22 of this Code;
  - b) the replacement or repair of electrical equipment (other than service equipment) with an electrical rating no greater than 30 amperes, 150 volts to ground and associated with a dwelling unit; or
  - c) the installation of voice, data or video equipment within a dwelling unit.
- 3) An electrical permit may be issued to
  - a) a person licensed under The Electricians' Licence Act (Manitoba) to perform any work that is permitted by the person's licence;
  - b) an allied trades person licensed by the Province of Manitoba to perform any electrical work that is permitted by the person's licence;

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- c) a qualified person as defined in the Canada Occupational Safety and Health Regulations under the Canada Labour Code for the purposes of work on premises regulated by those regulations; or
  
- d) an owner of residential premises if
  - i) the owner can successfully complete a basic electrical safety competency evaluation in person at a Manitoba Hydro office (by appointment only)
  
  - ii) the applicant occupies the premises as a single dwelling only;
  
  - iii) The home is not a “Mobile Home” - CSA Z240 MH Series “Manufactured Homes” or a Modular Home – CSA A277.
  
  - iv) it is a stands alone building is with no other occupancy such as a Duplex, rental suite etc. and not for commercial use or larger than 100 square meters.
  
  - v) the work to be performed is not in a hazardous location as defined in this Code;
  
  - vi) the work to be performed does not include generators, indoor plant growing facilities, crypto or data centers or renewable energy systems as defined in this Code;
  
  - vii) the work to be performed does not include swimming pools or hot tubs;
  
  - viii) the work to be performed does not include a consumer’s service;
  
  - ix) the electrical rating of that portion of the installation involved does not exceed 150 volts to ground, single phase and 200 amperes; and
  
  - x) the work to be performed does not include electric vehicle supply equipment.

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- 4) An annual electrical permit may be issued for electrical work of a routine nature in connection with the maintenance or operation of a building or plant that is required to be performed at frequent intervals if the owner or occupant of the building or plant employs or contracts licensed electricians for that purpose and agrees to
  - a) keep a record of the work that is performed;
  - b) produce this record to the inspection department upon request;
  - c) pay to the inspection department the fees that the inspection department charges for an annual permit;
  - d) pay in full any outstanding fees due to a change in status of the building or plant before the permit is completed; and
  - e) finalize the annual permit and request inspection within 12 months of issuance. An annual permit can not be used for multiple years.
- 5) An application for an electrical permit must be made to the inspection department giving the location and ownership of the premises in, on or about which electrical work is to be done, the purpose of the work, details of the installation as required to review the application for acceptance and any other particulars required by the inspection department.
- 6) If an application is approved by the inspection department an electrical permit will be issued.
- 7) The inspection department may refuse to issue an electrical permit if
  - a) electrical work done previously by the applicant has not been completed to the satisfaction of the inspection department; or
  - b) there are outstanding fees on previous work done by the applicant.

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- 8) The inspection department may cancel any electrical permit if:
  - a) in the opinion of the inspection department, the privileges granted by that permit are being misused;
  - b) any condition under which the permit was issued is not being observed;
  - c) the permit was issued in error; or
  - d) the permit was issued based on incorrect information.
  
- 9) The Inspection Department of Manitoba Hydro:
  - a) is authorized to conduct inspections and take steps to administer and enforce this Code or remedy a contravention of this Code in accordance with The Manitoba Hydro Act;
  - b) is empowered to evaluate the details of any electrical installations which are not specifically dealt within this Code and these installations shall be performed to the satisfaction of the inspection department, which authority shall be reasonably exercised;
  - c) is hereby authorized to determine whether equipment, techniques, conditions, circumstances and all other matters meet the standards and requirements of this Code or are otherwise acceptable and, where in this Code such terms as “proper”, “adequate”, “sufficient”, “ample”, “suitable”, “substantial”, “secure”, “necessary”, “dangerous” and the like or derivatives thereof, are used, they mean “proper”, “adequate”, “sufficient”, “ample”, “suitable”, “substantial”, “secure”, “necessary”, “dangerous” to the satisfaction or in the reasonable opinion of the designated employee, and such terms as “where practicable”, “where required”, “as far as possible” have a like significance;

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d) shall exercise their discretion to determine the acceptability or satisfactory nature of equipment, techniques, conditions, circumstances and all other matters under this Code and whether they are “proper”, “adequate”, “sufficient”, “ample”, “suitable”, “substantial”, “secure”, “necessary”, “dangerous” and the like, and designated employees shall act reasonably and with the objective of ensuring and promoting the safe and efficient use of electricity.

10) A permittee:

a) must notify the inspection department as soon as the electrical work authorized by the electrical permit is completed or when an inspection is required; and

b) is jointly and severally responsible with the owner for any electrical installations undertaken.

11) At the request of the permittee, or in other circumstances determined by the chief electrical inspector, the inspection department may inspect the electrical installation pursuant to the electrical permit. If the installation conforms to this Code and the appropriate fees have been paid in full in accordance with the current schedule of electrical permit fees, the inspection department will, on request, issue a certificate of approval.

12) The chief electrical inspector may establish terms and conditions for the establishment of a selective inspection program by Manitoba Hydro, of work performed by electricians and electrical contractors for the purposes of this Code, based on criteria including but not limited to safety and compliance with this Code. The inspection department may elect to forgo inspections if the permittee or an electrician employed by the permittee has been evaluated by Manitoba Hydro and deemed qualified to receive selective inspections as determined by the inspection department. An electrician must

a) notify the inspection department when an electrical installation has been completed; and

b) supply the inspection department with a signed declaration that the electrical installation complies with this Code.

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The inspection department reserves the right to audit and inspect installations by licensed electricians evaluated under a selective inspection program established by Manitoba Hydro for compliance with this Code.

- 13) The inspection department may direct the alteration or repair of an existing electrical installation that does not conform with the requirements of this Code.
- 14) If an application for an electrical permit is refused or a permittee does not agree with an electrical inspection report, defect notice or interpretation of Code rules issued on any installation, an appeal may be made in writing to the office of the chief electrical inspector. The appeal must specify what is being appealed, the reasons for the appeal and the decision requested.
- 15) The inspection department may do any or all of the following:
  - a. prohibit the use of an installation until it is inspected, tested and approved;
  - b. direct the permittee to carry out and produce results of tests on equipment as considered necessary to ensure that the installation is properly installed.
- 16) An electrical permit must be completed and finalized 12 calendar months after the date it is issued. If the installation authorized by the electrical permit is not completed and permit finalized, a renewal fee will be applied as per the Schedule of Electric Permit Fees.
- 17) The issuance of an electrical permit does not obligate the owner of the premises to have the work done by the permittee.

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#### Plans and specifications

Section 25(1)(b) of the Manitoba Hydro Act stipulates that if required, plans and specifications must be submitted to the inspection department before an electrical permit may be issued.

**Note:** *This shall serve as notice that this requirement for plans and specifications submission before a permit may be issued will be strictly enforced. Visit our Electrical Codes and Standards web page to obtain further information on these required documents.*

Since metering cannot be ordered until plans are reviewed, non-compliance may also delay connection of the installation.

- 1) Plans and specifications are required for
  - a) electrical installations when
    - i) the ampacity of the service entrance equipment exceeds 200 amperes single phase, or the supply service is multi phase; or
    - ii) the installation operates at voltages in excess of 750 volts;
  - b) installations covered by Section 18, 20, 22, 24, 36, 64, or 86 of this Code; and
  - c) other installations as the inspection department may require.
- 2) Plans and specifications required by Sentence (1) must be submitted to the inspection department for acceptance before an electrical permit may be issued.
- 3) Plans and specifications labelled “Issued for Construction” must be prepared and signed by, and bear the seal of, a professional engineer registered to practice in Manitoba and fully qualified in the application of this Code
  - a) for an installation covered by Section 18, 20, 22, 24 or 36 of this Code, unless the inspection department considers it unnecessary that the plans and specifications be prepared, signed or sealed by an engineer; or
  - b) if the inspection department considers them necessary for any other installation.

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- 4) The responsible professional engineer must submit a letter to the inspection department stating his or her responsibility for the review of construction for the installation to ensure conformity with the approved plans and specifications. Note: Sentence (1) still applies.
- 5) On completion of an installation under Sentence (4), the responsible professional engineer must submit a sealed letter worded to the Engineers and Geophysicists of Manitoba practice guidelines to the inspection department.
- 6) Where metering facilities are required for an installation, plans and a load calculation per section 8, as required by Manitoba Hydro's latest Customer Metering Standards shall be submitted and accepted before the revenue metering will be ordered by the inspection department.

#### **Schedule of Electric Permit Fees**

- 1) The amount of any fee payable for electrical permits or inspection of electrical installations are as specified by the inspection department in the schedule of electrical permit fees.
- 2) The inspection department has the right at any time to make adjustments in the electrical permit fee payable as a result of additions or deletions to the work specified in the electrical permit or to correct errors in the calculation of fees made at the time the electrical permit was issued.
- 3) The inspection department will refund any fee paid for an unused electrical permit if application is made within one year of the date of the issuance of the electrical permit but reserves the right to deduct an amount equal to any costs and expenses that it incurs in connection with the permit and refund and will in any case deduct an amount equal to the current minimum fee.

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##### **Deviation or postponement**

Notwithstanding the foregoing administrative requirements, the inspection department may by special permission approve an installation that does not conform to the standards established by this Code when, in the inspection department's opinion, the installation provides a standard of safety equivalent to the standard provided by this Code. The request for special permission must specify the aspects of the installation that do not conform to the Code and the equivalent electrical requirements and must be submitted prior to proceeding with the work.

##### **Damage and Interference**

No electrical installation or equipment that forms part of an installation shall be damaged by any person or as a result of other work taking place in the vicinity. If there is a need to interfere with an electrical installation or a component of one, it is the responsibility of the person doing the alteration or repair to ensure as soon as the reason for the alteration or repair is completed. This work shall be done under Manitoba Hydro permit.

Electrical equipment that has been exposed to flooding or ingress of water shall be subject to evaluation to ascertain whether or not the equipment may be placed back in service. The inspection department may request an assessment by a qualified person as determined by the inspection department to determine the extent of the damage.

Note: more information can be found in appendix B of the Code as well as on Manitoba Hydro webpage

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## Administration:

### LICENCES

Recently we have found electrical installers working at the trade without a current licence. Please assure you have a valid licence and be prepared to produce your licence when requested by the Electrical Inspector on the job site or work location.

Concerns have been raised by the trade regarding Limited Licence holders doing electrical work outside the scope of the Limited Licence.

For information regarding licences and endorsements that authorize any work associated with the electrical trade see the Government of Manitoba – Inspection and Technical Services Manitoba website at:

[TechnicalServices@gov.mb.ca](mailto:TechnicalServices@gov.mb.ca)

### PERMITS

Licence holders are reminded that Section 25(1) (a) of the Manitoba Hydro Electric Act requires electrical permits to be obtained prior to any electrical work being commenced.

Electrical work includes the installation, alteration, repair, or extension of electrical equipment. Non-compliance with this requirement will require additional permit fees being levied in accordance with the current Manitoba Hydro Schedule of Electrical Permit Fees. Continued non-compliance with this requirement may result in permit privileges being suspended and service being disconnected.

Permits may be issued to:

- a) Licence holders to do work within the scope of their licences.
- b) Homeowners to do limited wiring on their own premises.

**Note:** *Permits (other than annual permits) expire after 12 calendar months and automatically renew for an additional 12 calendar months and every 12 months thereafter until work is completed and permits are finalized. An automatic renewal fee is levied as per the Schedule of Electrical Permit Fees.*

### ELECTRICAL PERMIT FEES

Costs incurred by the electrical inspection program are intended to be recovered under the Electrical Permit Fee Schedule.

The Fee Schedule is available on-line.

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#### ADDITIONAL INSPECTIONS

The Fee Schedule provides that additional inspections incurred such as for recurring defects or to facilitate construction procedures may be charged to the permittee at the rate defined by the current Manitoba Hydro Schedule of Electrical Permit Fees. This fee may also be applied when the electrical contractor fails to meet the Manitoba Hydro inspector on site for inspections.

#### SPECIAL TRIPS

Provision is made in the Fee Schedule for cost recovery for special trips whether by road or air. This is in addition to the normal Permit Fee.

#### PENALTY

When an electrical permit is not obtained prior to the commencement of actual work a penalty will be levied in addition to the normal permit fee as defined in the current Manitoba Hydro Schedule of Electrical Permit Fees.

#### REFUNDS

Where overpayment is made on an electrical permit or a permit is cancelled, the fee paid may be refunded less the minimum fee. Where the overpayment is due to Manitoba Hydro overcharging, the minimum fee will be waived.

#### ELECTRICAL EPERMIT ACCOUNTS and PERMIT FEE BILLING

An EPermit account is required to obtain electrical permits.. You can apply for an EPermit account by visiting <https://apps.hydro.mb.ca/permits/registration>.

Requests for inspection must be submitted online via your EPermit account.

**Note:** *The scheduled time and date of inspection may differ from that requested online.*

The electrical permit charges will be listed in a bill issued monthly, with payment required by the due date. For your additional convenience, Manitoba Hydro also has a preauthorized payment plan which withdraws the amount due from a financial institution on the due date.

Information on billing and accounts is available at <https://www.hydro.mb.ca/account/billing/>

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## **ELECTRICAL INSPECTIONS**

Section 25 of the Manitoba Hydro Act requires the permittee to notify the Electrical Inspection Department as soon as an inspection is required or work authorized by the electrical permit is completed.

The following inspections may be applicable to your installation.

### **PROGRESS INSPECTIONS** (Rough In, Trenches, etc.)

Unless alternative arrangements have been made with the inspector, no part of the wiring installation shall be covered until approval has been granted by the Inspection Department. Deficiencies noted on rough in inspections must be corrected and reinspected prior to covering.

### **FINAL INSPECTIONS**

Final inspections must be completed for every permit, and permits will automatically renew with a fee every 12 calendar months until finalized.

Final inspections should be completed prior to building occupancy. This is especially important in situations where an occupancy permit is required by the building inspection authority or where there are "high health" concerns with livestock confinement buildings such as swine and poultry.

### **SPECIAL INSPECTIONS**

Where special inspections are requested outside normal working hours, weekends, statutory holidays, etc., arrangements can be made for such provided the permittee agrees to pay double the hourly rate for total time required.

If special travel is required, travelling expenses may be charged in addition to the hourly rate as defined by the current Manitoba Hydro Schedule of Electrical Permit Fees. All special travel fees must be paid prior to inspections being conducted.

*Work covered under electrical permits issued prior to the effective date of the latest edition of the Manitoba Electrical Code may be completed in accordance with the requirements in effect at the date of permit issue.*

To request accessible formats visit [hydro.mb.ca/accessibility](https://hydro.mb.ca/accessibility).