



NOTICE TO PUC LICENSED WIREMEN & THE GENERAL PUBLIC

PUC EXPANDS ITS SERVICES TO INCLUDE ONLINE OPTIONS

The PUC is accepting electrical designs submissions, wireman's license renewals and new application for wireman license via email. Please see below the procedures for each of the services.

I. **Electrical Design Submissions**

Submissions for design approval only:

1. Wireman must complete electrical design as per PUC submission guidelines then scan full design along with the properly filled out PUC form labeled "*Submission Data Sheet For No Objection of Design*"; the scanned documents must be saved as a **pdf file** in the name of the client. For example, '**electrical design for Mr. John Doe**'.
2. Wireman will email the **pdf file** as an attachment to submissions@puc.bz and copy their client.
3. The PUC will review submission and email back the approved copy or notes for corrections within 2 working days from submission.

Submissions for application to BEL to connect:

4. Wireman must scan the approved design, the properly filled out PUC certificate(s) and PUC form labeled "*Declaration by Wireman and No Objection by PUC for Project Completion*"; the scanned documents must be saved as a **pdf file** in the name of their client.
5. Wireman will email the **pdf file** as an attachment to submissions@puc.bz and copy their client.
6. The PUC will review submission, carry out inspection and email approved design and certificate(s) to wireman, the client and BEL for further processing.

II. **Wireman License Submissions**

Renewal of license:

1. Wireman must make payment of \$10.00 to PUC's **Belize Bank Account #139093010120001** and specify their name, license number and purpose of payment, for example, '**John Doe lic #1b34 license renewal**'.
2. Wireman must scan the proof of payment receipt, both sides of his old license, recent passport size picture and properly filled in PUC renewal form; the scanned documents must be saved as a **pdf file** in the name of the wireman.
3. Wireman will email the **pdf file** as an attachment to wiremanlicense@puc.bz.
4. PUC shall process new license and send email to wireman who arranges for its retrieval.

Application for new license:

5. Applicant must make payment of \$20.00 to PUC's **Belize Bank Account #139093010120001** and specify his/her name, purpose of payment, for example, '**John Doe New license**'.
6. Applicant must scan the proof of payment receipt, valid social security card, recent passport size picture, recent police record, diplomas/certificates, two recommendation letters from licensed wiremen and a properly filled in PUC License Application form; the scanned documents must be saved as a **pdf file** in the name of the applicant.
7. Applicant will email the **pdf file** as an attachment to wiremanlicense@puc.bz.
8. PUC shall vet new application and respond to applicant via email within 5 working days.
9. Applicants who pass vetting will be contacted to sit exams.

For further information contact us at 223-4938 or text/WhatsApp 606-7571, also visit website: www.puc.bz or Facebook page: *Public Utilities Commission Belize*.