



Office of  
Industrial Relations

Department of State  
Development and  
Infrastructure

Ms Kirsty Dickinson  
A/Manager  
Queensland Apprenticeship and Traineeship Office  
Department of Employment, Small Business and Training  
Email: [kirsty.dickinson@desbt.qld.gov.au](mailto:kirsty.dickinson@desbt.qld.gov.au)

Dear Ms Dickinson

The Electrical Safety Office (ESO) is Queensland's electrical safety regulator, administering the provisions of the *Electrical Safety Act 2002* (the Act).

The role of the ESO is to prevent people being killed or injured, or property being damaged or destroyed by electricity. We work to keep people electrically safe at work, at home and in the community.

As we witness the growing popularity of electric mobility devices (such as e-bikes, e-scooters, e-skateboards) as alternative modes of transportation, we are also hearing of safety issues ranging from falls at speed to fires from charging these devices.

Within the education sector, e-scooters and e-bikes have become increasingly prevalent among students, staff and visitors. The ESO are concerned about the electrical risks of these devices (such as electric shock and fire) that may occur if storing and charging of these devices are not properly considered.

The ESO is writing to you to highlight the need for educational facilities to be proactive in ensuring safety in relation to the growing use of these electric mobility devices and provide a timely reminder to ensure you consider proper storage to enhance safety. The ESO would also ask you to promote responsible home storage and charging to your students, staff and visitors.

Workplaces such as schools, universities and other educational institutions need to ensure appropriate risk assessments have been performed that include a review of storage facilities in the school environment where e-scooters and e-bikes may be stored or be connected for charging. These risk assessments should include assessing the adequacy, accessibility and safety of current storage or charging areas.

The following guidance should be considered when assessing storage facilities for e-scooters and e-bikes:

#### 1. Storage location:

- Choose a cool, dry and sheltered location to store devices, while ensuring adequate ventilation.

1 William Street Brisbane  
Queensland 4000 Australia  
GPO Box 69 Brisbane  
Queensland 4001 Australia  
**Telephone 13 QGOV (13 74 68)**  
**WorkSafe** 1300 362 128  
**Website** [www.worksafe.qld.gov.au](http://www.worksafe.qld.gov.au)  
[www.business.qld.gov.au](http://www.business.qld.gov.au)  
ABN 94 496 188 983

- Avoid placing storage areas near other buildings to prevent fire spread. Keep them away from children's play areas and flammable materials.

**2. Building type:**

- Where possible consider using concrete or brick buildings for storage rather than timber buildings, as they pose less risk of spread of fire if there is an incident.
- Do not use under building storage for places to store and charge electric bikes or electric scooters (e.g. do not store under classrooms).

**3. Spacing and piling:**

- Arrange e-bikes and e-scooters with sufficient spacing to prevent them from being piled up or stacked on top of each other. This is to prevent overheating of the devices and to reduce cascading effects if an incident occurs.

**4. Charging controls:**

- If allowing charging during school hours, ensure the chargers match the specific e-bike or e-scooter brand/model. Avoid using general chargers or allowing students to swap chargers.
- Prohibit charging of modified e-bikes or e-scooters.
- Regularly check for damage and avoid charging if any issues are identified.
- Maintain clear spaces around charging e-bikes and e-scooters to prevent overheating.

**5. Safety measures:**

- Install smoke detectors in the storage area and consider fire sprinkler systems.
- Keep exits clear, particularly from charging of e-bikes or e-scooters.
- Restrict access to the building or location where charging occurs.

By proactively reviewing and enhancing e-mobility device storage facilities, we can create a safer and more efficient environment for our school communities. Further information can be sought on the ESO website at - [Lithium-ion battery-operated equipment \(including electric scooters\) | Electrical Safety Office](#).

I appreciate your attention to this matter and look forward to positive development in this regard.

If you require further information or assistance, please contact Mr Carl Porritt, Acting Director Electrical Equipment Safety Unit, Office of Industrial Relations on 0429 129 284.

Yours sincerely



Robert Wicks  
**A/Executive Director**  
**Electrical Safety Office**  
**Office of Industrial Relations**

**3 September 2024**