

UETTDRCJ21B Lay ESI electrical cables

Candidate: _____

Date: _____

Employer: _____

Employer Contact: _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare to lay electrical cables		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the laying of electrical cables are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>
1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Traffic management plan is identified and implemented.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the laying of electrical cables		Achieved	
		Yes	No
2.1	OHS and sustainable energy principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and working aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Essential knowledge and associated skills are applied in the safe laying of electrical cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Electrical cables are laid in accordance with the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Unplanned events in the laying of electrical cables are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Known solutions to a variety of problems are applied using routine procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3. Complete the laying of electrical cables		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3.5	Relevant work permit(s), works completion records, reports, drawings and/or documentation and information are actually completed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Lay one (1) of the following ESI cables: <i>(indicate)</i> () HV polymeric () HV paper insulated	2 (for each type indicated)	
Lay one (1) of the following ESI cables: <i>(indicate)</i> () LV polymeric () LV paper insulated	2 (for each type indicated)	
Lay ESI cables using one (1) of the following installation methods: <i>(indicate)</i> () Direct lay () On racks () In conduits	2 (for each type indicated)	
Lay ESI cables using one (1) of the following cable pulling methods: <i>(indicate)</i> () Stocking pulling () Bond pulling () Armour pulling () Nose pull attachments	2 (for each type indicated)	
Seal cables using two (2) of the following cable sealing methods: <i>(indicate)</i> () Heat shrinkable () Pre-stretched materials () Tin/lead wiping () Pre-moulded components	2 (for each type indicated)	
Cut cables using one (1) of the following: <i>(indicate)</i> () Hydraulic cutters () Electric reciprocating () Motorised () Hand tools	2 (for each type indicated)	

<p>Use four (4) of the following types of equipment to lay ESI cables: (<i>indicate</i>)</p> <ul style="list-style-type: none"> () Drum jacks () Winches () Spindles () Capstans () Bollards () Cable trailers () Rollers () Lubricants () Ropes () Bell mouths 	<p>2 (for each type indicated)</p>	
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Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

UETTDRCJ22A Install and maintain de-energised low voltage underground paper insulated cables

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the installation and maintenance of de-energised LV underground paper insulated cables		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the installation and maintenance of de-energised LV underground paper insulated cables are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Traffic management plan is identified and implemented.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the installation and maintenance of de-energised LV underground paper insulated cables		Achieved	
		Yes	No
2.1	OHS, sustainable energy and environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Systems and circuits are isolated as required, proved safe to work on in accordance with the requirements/permits and established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Essential knowledge and associated skills are applied for the safe installation and maintenance of de-energised LV underground paper insulated cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements	<input type="checkbox"/>	<input type="checkbox"/>
2.5	De-energised LV underground paper insulated cables are installed according to the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Maintenance, including repair and/or replacement of LV underground paper insulated cables is carried out, in accordance with the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events in the installation and maintenance of de-energised LV underground paper insulated cables are undertaken within the scope of established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills	<input type="checkbox"/>	<input type="checkbox"/>
2.10	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the installation and maintenance of de-energised LV underground paper insulated cables		Achieved	
		Yes	No
3.1	Work undertaken is checked/tested against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and LV underground paper insulated cables are returned to service in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Install and/or maintain one (1) of the following LV paper insulated cables: (<i>indicate</i>) () lead sheathed () aluminium sheathed	2 (for each type indicated)	
Terminate/connect LV paper insulated cables into two (2) of the following enclosures/apparatus: (<i>indicate</i>) () Transformers () LV switchboards () Pillars/turrets () Lighting columns () Ring main units () Chamber substations () UG/OH terminations () Circuit breakers	2 (for each type indicated)	
Safely use a voltage detector to detect voltage	2	

Use an insulation resistance tester to verify the insulation resistance of LV paper insulated cables	2	
Terminate/connect LV paper insulated cables using one (1) of the following accessories/devices: <i>(indicate)</i> <input type="checkbox"/> Busbar/termination boxes <input type="checkbox"/> Links/Fuses <input type="checkbox"/> Disconnect boxes <input type="checkbox"/> Termination boxes <input type="checkbox"/> Control gear	2 (for each type indicated)	
Perform two (2) of the following jointing techniques on LV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Tee-off joints <input type="checkbox"/> Straight through joints <input type="checkbox"/> Parallel branch joints <input type="checkbox"/> Parallel joints	2 (for each type indicated)	
Use one (1) of the following accessories/equipment to joint LV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Resin filled boxes <input type="checkbox"/> Compound filled boxes <input type="checkbox"/> Polymeric tape <input type="checkbox"/> Heat shrink <input type="checkbox"/> Slip-on' moulds <input type="checkbox"/> Pre-stretched polymeric	2 (for each type indicated)	
Use one (1) of the following lugs/connectors to joint LV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Compression lugs <input type="checkbox"/> Soldered lugs <input type="checkbox"/> Mechanical connectors	2 (for each type indicated)	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

Authorised by: Managing Director Craig Murray	Head of QIT - electrogroup Bob Carcary	Release Date: 11/02/2013	Author: Q Jeremy	Revision No: 1	Page: 8 of 4
Document:				Last print date: 02/07/22	

UETTDRCJ23A Install and maintain de-energised high voltage underground paper insulated cables

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the installation and maintenance of de-energised HV underground paper insulated cables		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the installation and maintenance of de-energised HV underground paper insulated cables are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Traffic management plan is identified and implemented.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the installation and maintenance of de-energised HV underground paper insulated cables		Achieved	
		Yes	No
2.1	OHS, sustainable energy and environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Systems and circuits are isolated as required, proved safe to work on in accordance with the requirements/permits and established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Essential knowledge and associated skills are applied for the safe installation and maintenance of de-energised HV underground paper insulated cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements	<input type="checkbox"/>	<input type="checkbox"/>
2.5	De-energised HV underground paper insulated cables are installed according to the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Maintenance, including repair and/or replacement of HV underground paper insulated cables is carried out, in accordance with the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events in the installation and maintenance of de-energised HV underground paper insulated cables are undertaken within the scope of established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills	<input type="checkbox"/>	<input type="checkbox"/>
2.10	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the installation and maintenance of de-energised LV underground paper insulated cables		Achieved	
		Yes	No
3.1	Work undertaken is visually checked/tested against works schedule for confirmation of phasing and conformance with requirements and, anomalies reported in accordance with established procedures	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and HV underground paper insulated cables are returned to service in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Install and/or maintain one (1) of the following LV paper insulated cables: (<i>indicate</i>) () lead sheathed () aluminium sheathed	2 (for each type indicated)	
Terminate/connect LV paper insulated cables into one (1) of the following enclosures/apparatus: (<i>indicate</i>) () Transformers () Ring main units () Chamber substations	2 (for each type indicated)	
Safely use a voltage detector to detect voltage	2	
Use an insulation resistance tester to verify the insulation resistance of LV paper insulated cables	2	

Terminate/connect HV paper insulated cables using one (1) of the following accessories/devices: <i>(indicate)</i> <input type="checkbox"/> Busbar/termination boxes <input type="checkbox"/> Links/Fuses <input type="checkbox"/> Termination boxes <input type="checkbox"/> Control gear	2 (for each type indicated)	
Perform one (1) of the following jointing techniques on HV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Straight through joints <input type="checkbox"/> Parallel branch joints	2 (for each type indicated)	
Use two (2) of the following accessories/equipment to joint HV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Resin filled boxes <input type="checkbox"/> Compound filled boxes <input type="checkbox"/> Polymeric tape <input type="checkbox"/> Heat shrink <input type="checkbox"/> Slip-on' moulds <input type="checkbox"/> Pre-stretched polymeric	2 (for each type indicated)	
Use one (1) of the following lugs/connectors to joint HV paper insulated cables: <i>(indicate)</i> <input type="checkbox"/> Lugs <input type="checkbox"/> Ferrules <input type="checkbox"/> Compression joints <input type="checkbox"/> Soldered joints <input type="checkbox"/> Mechanical connectors	2 (for each type indicated)	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

UETTDRCJ25A Perform straight through high voltage paper insulated to polymeric transition joint

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the formation of a paper insulated to polymeric transition joint.		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the formation of a paper insulated to polymeric transition joint are obtained and confirmed for the purposes of the work to be performed and communicated	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Road signs, barriers and warning devices are positioned in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the formation of a paper insulated to polymeric transition joint.		Achieved	
		Yes	No
2.1	OHS, sustainable energy and environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Systems and circuits are isolated as required, proved safe to work on in accordance with the requirements/permits and established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Essential knowledge and associated skills are applied in the safe formation of a transition paper insulated to polymeric cable joint to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements	<input type="checkbox"/>	<input type="checkbox"/>
2.5	A transition paper insulated to polymeric cable joint is formed according the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Unplanned events in the formation of a transition paper insulated to polymeric cable joint are undertaken within the scope of established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the formation of a paper insulated to polymeric transition joint.		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and, HV/LV underground paper insulated/polymeric cables are returned to service in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Perform two (2) of the following transition joints: <i>(indicate)</i> () HV polymeric to PLY () HV polymeric to Paper/Al sheathed () LV Transition	2 (for each type indicated)	
Perform transition joints using two (2) of the following techniques: <i>(indicate)</i> () Straight through joint () Straight through trifurcating joint () Parallel branch joint () Parallel Trifurcating Transition () Parallel Transition	2 (for each type indicated)	

Use two (2) of the following accessories/equipment to perform transition joints: <i>(indicate)</i> <input type="checkbox"/> Polymeric tape <input type="checkbox"/> Heat shrink <input type="checkbox"/> Slip-on' moulds <input type="checkbox"/> Pre-stretched polymeric resin	2 (for each type indicated)	
Use two (2) of the following connectors/methods to perform transition joints: <i>(indicate)</i> <input type="checkbox"/> Welding conductors <input type="checkbox"/> Insulating piercing connectors <input type="checkbox"/> Compression joints <input type="checkbox"/> Soldered joints <input type="checkbox"/> Mechanical connectors	2 (for each type indicated)	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

UETTDRCJ26B Install and maintain de-energised low voltage underground polymeric cables

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the installation and maintenance of de-energised LV underground polymeric cables		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the installation and maintenance of de-energised LV underground polymeric cables are obtained and confirmed for the purposes of the work to be performed and communicated	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Road signs, barriers and warning devices are positioned in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the installation and maintenance of de-energised LV underground polymeric cables		Achieved	
		Yes	No
2.1	OHS and sustainable energy principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Systems and circuits are isolated as required, proved safe to work on in accordance with the requirements/permits and established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Essential knowledge and associated skills are applied for the safe installation and maintenance of de-energised LV underground polymeric cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements	<input type="checkbox"/>	<input type="checkbox"/>
2.5	De-energised LV underground polymeric cables are installed according to the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Maintenance, including repair and/or replacement of LV underground polymeric cables is carried out, in accordance with the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events in the installation and maintenance of de-energised LV underground polymeric cables are undertaken within the scope of established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills	<input type="checkbox"/>	<input type="checkbox"/>
2.10	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the installation and maintenance of de-energised LV underground polymeric cables		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and LV underground polymeric cables are returned to service in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Terminate/connect LV polymeric cables into one (1) of the following enclosures/apparatus: <i>(indicate)</i> () Transformers () LV switchboards () Pillars/turrets () Lighting columns () Ring main units () Chamber substations	2 (for each type indicated)	
Terminate/connect LV polymeric cables using two (2) of the following accessories/devices: <i>(indicate)</i> () Busbar/termination boxes () Links/Fuses () Disconnect boxes () Termination boxes () Control gear () UG/OH terminations () Circuit breakers	2 (for each type indicated)	

Safely use a voltage detector to detect voltage	2	
Perform two (2) of the following jointing techniques on LV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Tee-off joints <input type="checkbox"/> Straight through joints <input type="checkbox"/> Parallel branch joints <input type="checkbox"/> Parallel joints	2 (for each type indicated)	
Use one (1) of the following accessories/equipment to joint LV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Resin filled boxes <input type="checkbox"/> Compound filled boxes <input type="checkbox"/> Polymeric tape <input type="checkbox"/> Heat shrink <input type="checkbox"/> Slip-on' moulds <input type="checkbox"/> Pre-stretched polymeric	2 (for each type indicated)	
Use one (1) of the following lugs/connectors to joint LV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Compression lugs <input type="checkbox"/> Welded connections <input type="checkbox"/> Mechanical connectors <input type="checkbox"/> Insulation piercing connectors	2 (for each type indicated)	
Use an insulation resistance tester to verify the insulation resistance of joints in LV polymeric cables	2	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

UETTDRCJ27B Install and maintain de-energised high voltage underground polymeric cables

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the installation and maintenance of de-energised HV underground polymeric cables		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the installation and maintenance of de-energised HV underground polymeric cables are obtained and confirmed for the purposes of the work to be performed and communicated	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Road signs, barriers and warning devices are positioned in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the installation and maintenance of de-energised HV underground polymeric cables		Achieved	
		Yes	No
2.1	OHS and sustainable energy principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working in confined spaces and aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Systems and circuits are isolated as required, proved safe to work on in accordance with the requirements/permits and established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Essential knowledge and associated skills are applied for the safe installation and maintenance of de-energised HV underground polymeric cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements	<input type="checkbox"/>	<input type="checkbox"/>
2.5	De-energised HV underground polymeric cables are installed according to the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Maintenance, including repair and/or replacement of HV underground polymeric cables is carried out, in accordance with the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events in the installation and maintenance of de-energised HV underground polymeric cables are undertaken within the scope of established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills	<input type="checkbox"/>	<input type="checkbox"/>
2.10	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the installation and maintenance of de-energised HV underground polymeric cables		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and HV underground polymeric cables are returned to service in accordance with requirements	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Terminate/connect HV polymeric cables into one (1) of the following enclosures/apparatus: <i>(indicate)</i> () Transformers () Ring main units () Chamber substations	2 (for each type indicated)	
Terminate/connect HV polymeric cables using two (2) of the following accessories/devices: <i>(indicate)</i> () Busbar/termination boxes () Links/Fuses () Termination boxes () Control gear () Circuit breakers	2 (for each type indicated)	
Safely use a voltage detector to detect voltage	2	

Perform two (2) of the following jointing techniques on HV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Tee-off joints <input type="checkbox"/> Straight through joints <input type="checkbox"/> Parallel branch joints <input type="checkbox"/> Parallel joints	2 (for each type indicated)	
Use two (2) of the following accessories/equipment to joint HV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Resin filled boxes <input type="checkbox"/> Compound filled boxes <input type="checkbox"/> Polymeric tape <input type="checkbox"/> Heat shrink <input type="checkbox"/> Slip-on' moulds <input type="checkbox"/> Pre-stretched polymeric	2 (for each type indicated)	
Use two (2) of the following lugs/connectors to joint HV polymeric cables: <i>(indicate)</i> <input type="checkbox"/> Lugs <input type="checkbox"/> Mechanical connectors <input type="checkbox"/> Compression connectors	2 (for each type indicated)	
Use an insulation resistance tester to verify the insulation resistance of joints in HV polymeric cables	2	
Use cable identification devices to identify HV polymeric cables	2	
Use cable spiking devices to identify HV polymeric cables	2	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

Authorised by: Managing Director Craig Murray	Head of QIT - electrogroup Bob Carcary	Release Date: 11/02/2013	Author: Q Jeremy	Revision No: 1	Page: 24 of 4
Document:				Last print date: 02/07/22	

UETTDRDP11A Inspect overhead poles/structures and electrical apparatus

Candidate: _____ **Date:** _____

Employer: _____ **Employer Contact:** _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the inspection of overhead structures and electrical apparatus used on poles and/or structures		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the inspection of overhead structures and electrical apparatus used on poles and/or structures are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedure	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid, Pole Top Rescue and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Traffic management plan is identified and implemented.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out inspection of overhead structures and electrical apparatus used on poles and/or structures		Achieved	
		Yes	No
2.1	OHS, sustainable energy and environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Essential knowledge and associated skills are applied in the safe inspection of overhead structures and electrical apparatus used on poles and/or structures to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Inspection of overhead structures and electrical apparatus used on poles and/or structures is carried out, in accordance with the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Unplanned events during the inspection of overhead structures and electrical apparatus used on poles and/or structures are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3. Complete the inspection of overhead structures and electrical apparatus used on poles and/or structures		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>

3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and, overhead structures and electrical apparatus used on poles and/or structures are returned to service in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Inspect three (3) of the following overhead structures, equipment and conductors: (<i>indicate</i>) () Poles and structures () Overhead conductors/cables () Underground/overhead transition points () Electrical equipment () Hardware () Earthing systems	2 (for each type indicated)	
Perform a visual inspection of overhead structures, equipment and/or conductors	2	
Inspect overhead structures, equipment and conductors using one (1) of the following methods: (<i>indicate</i>) () Infra-red camera () X-ray () Camera	2 (for each type indicated)	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

Authorised by: Managing Director Craig Murray	Head of QIT - electrogroup Bob Carcary	Release Date: 11/02/2013	Author: Q Jeremy	Revision No: 1	Page: 28 of 4
Document:				Last print date: 02/07/22	

UETTDRDP12A Maintain overhead energised low voltage conductors and cables

Candidate: _____

Date: _____

Employer: _____

Employer Contact: _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare for the maintenance of overhead energised LV conductors and cables.		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the maintenance of overhead energised LV conductors and cables are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Physical loads and calculations are confirmed according to requirements, using essential knowledge and appropriate skill.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Specialist equipment for live working is inspected and confirmed in working order as per requirements and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.10	Relevant personnel at worksite are confirmed current in First Aid, Pole Top Rescue and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>

1.11	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.13	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.14	Traffic management plan is identified and implemented.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the maintenance of overhead energised LV conductors and cables.		Achieved	
		Yes	No
2.1	Environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Essential knowledge and associated skills are applied in the safe maintenance of overhead energised LV conductors and cables to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Maintenance, including repair and/or replacement of poles and/or structures is carried out, in accordance with the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Unplanned events in the maintenance of overhead energised LV conductors and cables are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3. Complete the maintenance of overhead energised LV conductors and cables.		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and, overhead energised LV conductors and cables are returned to service in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Maintain two (2) of the following overhead LV conductors/cables: (<i>indicate</i>) () Copper () Aluminium () Aluminium/steel reinforced () Steel () Pilot	2 (for each type indicated)	
Work safely from two (2) of the following plant/equipment: (<i>indicate</i>) () EWP () Portable platform () Ladder	2 (for each type indicated)	
Safely use insulating mats/sleeves to maintain overhead LV conductors/cables	2	
Safely use a temporary bridging device to maintain overhead LV conductors/cables	2	
Safely use insulating gloves to maintain overhead LV conductors/cables	2	
Safely use insulated cable tensioning devices to maintain overhead LV conductors/cables	2	

Safely use ladder/pole shrouds to maintain overhead LV conductors/cables	2	
Safely perform equipotential bonding to maintain overhead LV conductors/cables	2	
Safely use a voltage detector to maintain overhead LV conductors/cables	2	
Use two (2) of the following testers whilst maintaining overhead LV conductors/cables: <i>(indicate)</i> <input type="checkbox"/> Clamp-on ammeter <input type="checkbox"/> Polarity tester <input type="checkbox"/> Insulation resistance tester <input type="checkbox"/> Phase sequence indicator <input type="checkbox"/> Recording meters	2 (for each type indicated)	

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.

UETTDREL11A Apply sustainable energy and environmental procedures

Candidate: _____

Date: _____

Employer: _____

Employer Contact: _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare to implement environmental and sustainable energy procedures		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the work are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the implementation of environmental and sustainable energy procedures are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Environmental and sustainable energy procedures are identified, prioritised and combined within relevant projects, following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedure	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to environmental and sustainable energy procedures, requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in environmental and sustainable energy procedures and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Liaise and communicate issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Site is prepared according to the work schedule, taking into account environmental and sustainable energy procedures and the need to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed on environmental and sustainable energy procedures and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out environmental and sustainable energy procedures		Achieved	
		Yes	No
2.1	OHS and sustainable energy principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Use of power tools/equipment, techniques and practices are safely followed under environmental and sustainable energy procedures and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Essential knowledge and associated skills are applied in the safe implementation of environmental and sustainable energy procedures to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Relevant environmental procedures are applied to a specific project(s)/site(s).	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Work is conducted in accordance with the principles of sustainable energy and energy conservation.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Provision for the re-cycling or re-use of materials is undertaken where possible.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events in the implementation of environmental and sustainable energy procedures are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.9	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills on environmental and sustainable energy procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.10	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the environmental and sustainable energy procedures		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and environmental and sustainable energy procedures and, anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with environmental and sustainable energy procedures as well as other established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with environmental and sustainable energy procedures as well as other established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and, environmental risks/incidents and potential impacts are reported and recorded according to requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Identify risks to the environment	2	
Implement work practices to minimise damage to the environment	2	
Implement work practices to minimise waste	2	
Implement work practices to conserve energy	2	
Re-cycle and /or re-use materials	2	

Supervisor Declaration

I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the

Authorised by: Managing Director Craig Murray	Head of QIT - electrogroup Bob Carcary	Release Date: 11/02/2013	Author: Q Jeremy	Revision No: 1	Page: 35 of 4
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Supervisor Report
UETTDREL11A Apply sustainable energy and environmental procedures
Candidate: _____



industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

Authorised by: Managing Director Craig Murray	Head of QIT - electrogroup Bob Carcary	Release Date: 11/02/2013	Author: Q Jeremy	Revision No: 1	Page: 36 of 4
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UETTDREL12A Operate plant and equipment near live electrical conductors and apparatus

Candidate: _____

Date: _____

Employer: _____

Employer Contact: _____

Supervisor Report Part 1 – Work Performance (supervisor to complete)

Tick each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

1. Prepare to operate plant and equipment near energised and exposed electrical conductors/apparatus		Achieved	
		Yes	No
1.1	Works schedule(s), including drawings, plans, requirements, established procedures, and material lists, are received, analysed and confirmed, if necessary, by site inspection.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures for the operation of plant and equipment near energised and exposed electrical conductors/apparatus are communicated to all personnel and identified for all work sites.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures related to requirements and established procedures for the operation of plant and equipment near energised and exposed electrical conductors/apparatus are obtained and confirmed for the purposes of the work to be performed and communicated.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Work is prioritised and sequenced following consultation with others for completion within acceptable timeframes and in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.5	Hazards are identified, OHS risks assessed and control measures are prioritised, implemented and monitored including emergency exits kept clear according to established procedure	<input type="checkbox"/>	<input type="checkbox"/>
1.6	Relevant work permits are obtained to access and perform work according to requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Resources including personnel, equipment, tools and personal protective equipment required for the job are obtained and confirmed in working order.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Relevant personnel at worksite are confirmed current in First Aid, relevant rescue procedures and other related work procedures according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>

1.9	Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved to carry out work where necessary.	<input type="checkbox"/>	<input type="checkbox"/>
1.10	Site is prepared according to the work schedule and to minimise risk and damage to property, commerce, and individuals in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Personnel participating in the work, including plant operators and contractors, are fully briefed and respective responsibilities confirmed where applicable in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.12	Road signs, barriers and warning devices are positioned in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the operation of plant and equipment near energised and exposed electrical conductors/apparatus		Achieved	
		Yes	No
2.1	OHS, sustainable energy and environmental principles and practices to reduce the incidents of accidents and minimise waste are monitored and followed in accordance with requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Lifting, climbing, working aloft, and use of power tools/equipment, techniques and practices are safely followed and, currency according to requirements confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Essential knowledge and associated skills are applied in the safe operation of plant and equipment near energised and exposed electrical conductors/apparatus to ensure completion in an agreed timeframe and, to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Plant and equipment are safely operated near energised and exposed electrical conductors/apparatus according to requirements and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Hazard warnings and safety signs are recognised and hazards and assessed OHS risks are reported to the immediate authorised persons for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Unplanned events in the operation of plant and equipment near energised and exposed electrical conductors/apparatus are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Ongoing checks of quality of the work are undertaken in accordance with instructions and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

3. Complete the operation of plant and equipment near energised and exposed electrical conductors/apparatus		Achieved	
		Yes	No
3.1	Work undertaken is checked against works schedule for conformance with requirements and anomalies reported in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Accidents and/or injuries are reported in accordance with requirements/established procedures, where applicable.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Work site is rehabilitated, cleaned up and made safe in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Tools, equipment and any surplus resources and materials are, where appropriate, cleaned, checked and returned to storage in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Relevant work permit(s) are signed off and, plant and equipment are checked, returned to service/stored appropriately, in accordance with requirements and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Works completion records, reports, as installed /modified drawing and/or documentation and information are finalised and processed and appropriate personnel notified.	<input type="checkbox"/>	<input type="checkbox"/>

Supervisor Report Part 2 – Range Validation (supervisor to complete)

Initial against each performance element below to verify that the candidate has performed each task in the workplace, safely, within acceptable timeframes, and to a standard typically expected in the industry, on the required number of occasions.

Performance Element	Required Number of Occasions	Supervisor Initial
Safely operate at least four (4) of the following types of equipment, near energised electrical conductors and/or apparatus: (<i>indicate</i>) () Portable generators () Chain-saws () Concrete cutters () Jack hammers () Welders () Compressor () Crimper-cutters () Pumps () Post hole diggers () Drills () Friction grip winches () Pullers () Block and tackle	2 (for each type indicated)	

Safely operate at least one (1) of the following plant, near energised electrical conductors and/or apparatus: (*indicate*)

- Elevating work platforms
- Back hoes
- Self loading vehicle
- Borer
- Bobcat
- Trench excavators
- Heavy vehicles

2
(for each type indicated)

Supervisor Declaration

Being a competent person, I verify that the candidate has performed each task, as indicated in this report, safely, within acceptable timeframes, and to a standard typically expected in the industry.

Supervisor Name: _____

Supervisor Signature: _____

Date: _____

NOTE: to be considered a 'competent person' you must hold the unit of competency (or equivalent) against which you are reporting.