

UETTDREL16A Working safely near live 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 to work safely near live electrical apparatus as non-electrical worker		Achieved	
		Yes	No
1.1	Instructions related to the work to be performed safely near live electrical apparatus as non-electrical worker are received and confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Relevant requirements and established procedures to be followed and, relevant personnel to be communicated with for the work to be performed are identified.	<input type="checkbox"/>	<input type="checkbox"/>
1.3	OHS policies and procedures to be followed for the work to be performed are received and confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
1.4	Suggestions to assist in meeting the safety requirements for working near live electrical apparatus as a non-electrical worker are made to others involved in the work.	<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	Scope of responsibility and process of relevant work permit(s) issue is identified, received and confirmed according to requirements and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
1.7	Relevant responsibility associated with First Aid, Safety Observers and/or other related work safety procedures at the worksite are identified in accordance with requirements and established procedures to ensure safety measures are followed in the instance of an incident.	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Processes for identifying and reporting client issues to appropriate personnel in accordance with industry/acceptable /community standards are identified.	<input type="checkbox"/>	<input type="checkbox"/>
1.9	Site and the work schedule to be prepared are confirmed according to given instructions for a quality outcome and to minimise risk and damage to property, commerce, stock and individuals in accordance and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

1.10	Electricity infrastructure assets, related voltages and requirements for working safely near live electrical apparatus as non-electrical worker are identified.	<input type="checkbox"/>	<input type="checkbox"/>
1.11	Safe approach distances including any zones thereof that may apply, as defined in industry guidelines, requirements and/or established procedures for the intended work are confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the work safely near live electrical apparatus as non-electrical worker.		Achieved	
		Yes	No
2.1	OHS principles and practices to reduce the incidents of accidents are identified in accordance with given instructions, requirements and/or established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Working safely and complying with all safety requirements for working near live electrical apparatus as a non-electrical worker are followed in accordance with given instructions and established routines/procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Processes for monitoring and reporting/referring hazards and OHS risks to the immediate authorised personnel for directions according to established procedures are followed.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Non-routine events are referred to the immediate authorised personnel for directions according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Unexpected events associated with working safely near live electrical apparatus as a non-electrical worker are responded to using acquired known solutions and skills related to routine procedures to ensure work instructions and established procedures are met.	<input type="checkbox"/>	<input type="checkbox"/>
3. Complete the work safely near live electrical apparatus as non-electrical worker.		Achieved	
		Yes	No
3.1	Work schedule and anomalies for completion and checking of the work are reported to authorised personnel in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Processes for reporting to authorised personnel accidents and/or incidents are confirmed in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Requirements for returning work permit(s) and/or access authorisation permits are confirmed.	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Appropriate personnel are notified of work completion according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.5	Works completion records, report forms/data sheets are completed accurately in accordance with given instructions and established procedures.	<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 and confirm the 'safe working zone' around energised electrical apparatus	2	
Identify low voltage aerial circuits	2	
Identify high voltage circuits	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.

UETTDRIS41A Install network infrastructure electrical equipment

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 of electrical equipment (network infrastructure)		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 of electrical equipment (network infrastructure) 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, 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	Road signs, barriers and warning devices are positioned in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the installation of electrical equipment (network infrastructure)		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 aloft, rescue 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 installation of electrical equipment (network infrastructure) 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 equipment and associated hardware is positioned, secured and terminated/connected in accordance with 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 installation of electrical equipment (network infrastructure) 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 installation of electrical equipment (network infrastructure)		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, electrical equipment (network infrastructure) 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 three (3) of the following devices/equipment: <i>(indicate)</i> () Fuse switches () Dropout fuses () Sectionalisers () Disconnectors () Links () Fuses () Surge arrestors	2 (for each type indicated)	
Install one (1) of the following devices/equipment: <i>(indicate)</i> () Reclosers () Motorised switches () Gas filled switches () Ring main units () Line fault indicators () Oil filled switches () Air break switches	2 (for each type indicated)	
Install and connect one (1) of the following devices/equipment: <i>(indicate)</i> () Transformers () Reactors () Regulators () Capacitors	2 (for each type indicated)	

<p>Use three (3) of the following testers to verify network infrastructure installations: (<i>indicate</i>)</p> <p>() Voltage detectors () Phasing equipment () Clip-on ammeters () Insulation resistance testers () Recording meters () Earth resistance tester</p>	<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.

UETTDRIS42A Maintain network infrastructure electrical equipment

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 electrical equipment (network infrastructure)		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 electrical equipment (network infrastructure) 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, 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	Road signs, barriers and warning devices are positioned in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out the maintenance of electrical equipment (network infrastructure)		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 aloft, rescue 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 electrical equipment (network infrastructure) 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 electrical equipment (network infrastructure) 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 electrical equipment (network infrastructure) 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 electrical equipment (network infrastructure)		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 electrical equipment (network infrastructure) 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 three (3) of the following devices/equipment: <i>(indicate)</i> () Fuse switches () Dropout fuses () Sectionalisers () Disconnectors () Links () Fuses () Surge arrestors	2 (for each type indicated)	
Maintain one (1) of the following devices/equipment: <i>(indicate)</i> () Reclosers () Motorised switches () Gas filled switches () Ring main units () Line fault indicators () Oil filled switches () Air break switches	2 (for each type indicated)	
Maintain one (1) of the following devices/equipment: <i>(indicate)</i> () Transformers () Reactors () Regulators () Capacitors () Relays () Line fault indicators	2 (for each type indicated)	

<p>Use three (3) of the following testers to verify network infrastructure installations: (<i>indicate</i>)</p> <p>() Voltage detectors () Phasing equipment () Clip-on ammeters () Insulation resistance testers () Recording meters () Earth resistance tester</p>	<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.

UETTDRIS43A Perform low voltage field switching operation to a given schedule

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 LV field switching to a given schedule		Achieved	
		Yes	No
1.1	Switching and work 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 LV switching 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 authority is obtained to 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 LV field switching to a given schedule		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	Essential knowledge and associated skills are applied for the safe LV field switching procedures to a given schedule 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	Communications with Switching Control Officer are established and maintained throughout the isolation operation according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Electrical equipment and associated circuits line/network or work site to be switched including paralleling is isolated and proved de-energised using appropriate devices and earthed where required according to requirements and 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 occurring during LV field switching to a given schedule are responded to and 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 permit(s) are signed off, safety devices are removed, and the system is re-energised and returned to service in accordance with 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
Obtain approvals/clearances/access authority permits to perform LV switching	2	
Perform tests on LV circuits using two (2) of the following testers: (<i>indicate</i>) () Voltage detectors () Polarity testers () Phase rotation indicators	2 (for each type indicated)	
Use one (1) of the following types of equipment: (<i>indicate</i>) () LV links () LV bridges () LV fuses	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: 14 of 3
Document:				Last print date: 02/07/22	

UETTDRIS44A Perform HV field switching operation to a given schedule

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 undertake HV switching procedures to a given schedule		Achieved	
		Yes	No
1.1	Switching and work 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 HV switching 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 authority is obtained to 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 HV switching procedures to a given schedule		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	Essential knowledge and associated skills are applied for the safe undertaking of HV field switching procedures to a given schedule 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	Communications with Switching Control Officer are established and maintained throughout the isolation operation according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Electrical equipment and associated circuits line/network or work site to be switched including paralleling is isolated and proved de-energised using appropriate devices and earthed where required according to requirements and 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 occurring during HV field switching procedures to a given schedule are responded to and 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	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 HV switching procedures to a given schedule		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 permit(s) are signed off, safety devices are removed, and the system is re-energised and returned to service in accordance with 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
Obtain approvals/clearances/access authority permits to perform HV switching	2	
Use HV operating sticks safely	2	
Use HV operating earths safely	2	
Use HV detectors safely	2	
Operate one (1) of the following pieces of equipment safely: (<i>indicate</i>) () HV phasing sticks () HV isolating handles and earths	2 (for each type indicated)	
Operate two (2) of the following types of equipment safely: (<i>indicate</i>) () HV links () Air break switches () Fuses	2 (for each type indicated)	

Operate three (3) of the following types of equipment safely: (<i>indicate</i>) <input type="checkbox"/> Reclosers <input type="checkbox"/> Ring main units <input type="checkbox"/> Circuit breakers <input type="checkbox"/> Isolators <input type="checkbox"/> Earth switches <input type="checkbox"/> Sectionalisers	2 (for each type indicated)	
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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.

UETTDRIS52A Install and maintain poles, structures and associated hardware

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 poles and/or structures and associated hardware		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 poles and/or structures and associated hardware 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	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"/>
1.7	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	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 installation and maintenance of poles and/or structures and associated hardware		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	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"/>
2.3	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"/>
2.4	Essential knowledge and associated skills are applied in the safe installation of poles and/or structures and their associated hardware 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	Poles and/or structures and their associated hardware to be installed are stabilised according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Installation is carried out, in accordance with the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	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"/>
2.8	Unplanned events in the installation of poles and/or structures and associated hardware 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 poles and/or structures and associated hardware.		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 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, poles and/or structures and their associated hardware 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 one (1) of the following pole/structure types: (<i>indicate</i>) () Wood () Steel () Concrete () Composite	2	
Maintain one (1) of the following pole/structure types: (<i>indicate</i>) () Wood () Steel () Concrete () Composite	2	

Install three (3) of the following types of hardware/equipment: <i>(indicate)</i> <input type="checkbox"/> Insulators <input type="checkbox"/> Cross arm braces <input type="checkbox"/> Crossarms <input type="checkbox"/> Pole steps <input type="checkbox"/> Shackle straps <input type="checkbox"/> Earth leads <input type="checkbox"/> Traction supports <input type="checkbox"/> Traction registration <input type="checkbox"/> Bonding	2 (for each type indicated)	
Maintain three (3) of the following types of hardware/equipment: <i>(indicate)</i> <input type="checkbox"/> Insulators <input type="checkbox"/> Cross arm braces <input type="checkbox"/> Crossarms <input type="checkbox"/> Pole steps <input type="checkbox"/> Shackle straps <input type="checkbox"/> Earth leads <input type="checkbox"/> Traction supports <input type="checkbox"/> Traction registration <input type="checkbox"/> Bonding	2 (for each type indicated)	
Perform/install one of the following: <i>(indicate)</i> <input type="checkbox"/> Baulking <input type="checkbox"/> Stays <input type="checkbox"/> Concreting (including foundations)	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.

UETTDRIS53A Install and maintain power system public lighting

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 public lighting systems		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 public lighting systems 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 installation and maintenance of public lighting systems		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 installation of public lighting systems 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	Excavation/foundation construction is inspected, and confirmed as being in accordance with established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Associated hardware, fittings and control gear are installed as per established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Earthing system and street lighting circuit is installed as per established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Inspection of public lighting and associated hardware is conducted to ascertain that it conforms to requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Maintenance, including repair and/or replacement of the public lighting system is carried out, in accordance with the work schedule and requirements/established procedures	<input type="checkbox"/>	<input type="checkbox"/>
2.9	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"/>
2.10	Unplanned events in the installation and maintenance of public lighting systems are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.11	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills.	<input type="checkbox"/>	<input type="checkbox"/>

2.12	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 public lighting systems		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 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, the public lighting system is 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 public lighting on one (1) of the following pole/structure types: (<i>indicate</i>) () Wood () Steel () Concrete () Composite	2	
Maintain public lighting on one (1) of the following pole/structure types: (<i>indicate</i>) () Wood () Steel () Concrete () Composite	2	

Install two (2) of the following luminaire types: <i>(indicate)</i> <input type="checkbox"/> HP mercury vapour <input type="checkbox"/> LP sodium vapour <input type="checkbox"/> HP sodium vapour <input type="checkbox"/> Fluorescent <input type="checkbox"/> Quartz-halogen	2 (for each type indicated)	
Maintain two (2) of the following luminaire types: <i>(indicate)</i> <input type="checkbox"/> HP mercury vapour <input type="checkbox"/> LP sodium vapour <input type="checkbox"/> HP sodium vapour <input type="checkbox"/> Fluorescent <input type="checkbox"/> Quartz-halogen	2 (for each type indicated)	
Use voltage detectors to determine the presence of a voltage	2	
Use two (2) of the following testers to install and/or maintain public lighting systems: <i>(indicate)</i> <input type="checkbox"/> Insulation resistance testers <input type="checkbox"/> Clamp-on ammeters <input type="checkbox"/> Continuity testers <input type="checkbox"/> Fault indicators	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.

UETTDRIS54A Install and maintain poles, structures, overhead 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 installation and maintenance of overhead conductors and cables used on poles and/or structures		Achieved	
		Yes	No
1.1	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 overhead conductors and cables 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 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, 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 installation and maintenance of overhead conductors and cables 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, rescue 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	Confirm 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 installation and maintenance of overhead conductors and cables 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"/>
2.5	Overhead conductor/cables are strung, tensioned and terminated as per requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Insulators are cleaned and conductors and anti-vibration devices, spaces/spreaders are secured as per established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Electrical connections are made in accordance with the requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Maintenance, including repair and/or replacement of overhead conductors and cables 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"/>
2.9	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"/>
2.10	Unplanned events in the installation and maintenance of overhead conductors and cables used on poles and/or structures are undertaken within the scope of established procedures.	<input type="checkbox"/>	<input type="checkbox"/>

2.11	Known solutions to a variety of problems are applied using acquired essential knowledge and associated skills.	<input type="checkbox"/>	<input type="checkbox"/>
2.12	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 overhead conductors and cables used on poles and/or structures		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 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 conductors and cables used on poles and/or structures are returned to service in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
3.6	Conductors/Cables are tested and commissioned in accordance with enterprise requirements and procedures.	<input type="checkbox"/>	<input type="checkbox"/>
3.7	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
Use tensioning equipment correctly and safely	2	
Work safely from two (2) of the following plant/equipment: <i>(indicate)</i> () EWP () Portable platform () Ladder	2 (for each type indicated)	

<p>Install/maintain two (2) of the following conductors, cables and configurations: <i>(indicate)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Copper <input type="checkbox"/> Aluminium <input type="checkbox"/> Steel <input type="checkbox"/> LV abc <input type="checkbox"/> Aluminium/steel reinforced <input type="checkbox"/> HV abc <input type="checkbox"/> HV iuc <input type="checkbox"/> Pilot rope 	<p>2 (for each type indicated)</p>	
<p>Safely and correctly use a voltage indicator to detect voltage</p>	<p>2</p>	
<p>Safely and correctly use one (1) of the following pieces of test equipment: <i>(indicate)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Phasing sticks <input type="checkbox"/> Fault indicators <input type="checkbox"/> Field intensity meter <input type="checkbox"/> Operating rods 	<p>2</p>	
<p>Safely and correctly use two (2) of the following pieces of equipment: <i>(indicate)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Cable drum stands <input type="checkbox"/> Cable trailers <input type="checkbox"/> Ropes <input type="checkbox"/> Rollers <input type="checkbox"/> Sheaves <input type="checkbox"/> Stockings <input type="checkbox"/> Stringing equipment <input type="checkbox"/> Swivels <input type="checkbox"/> Winches 	<p>2 (for each type indicated)</p>	
<p>Install overhead conductors using one (1) of the following methods: <i>(indicate)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Lay-out (stringing method) <input type="checkbox"/> Pull through (stringing method) <input type="checkbox"/> Pilot rope (stringing method) 	<p>2</p>	
<p>Safely and correctly use at least one (1) of the following instruments: <i>(indicate)</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Dynamometer <input type="checkbox"/> Site board <input type="checkbox"/> Beat (wave sagging) <input type="checkbox"/> Abney level <input type="checkbox"/> Theodolite 	<p>2</p>	

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: 31 of 5
Document:				Last print date: 02/07/22	

UETTDRIS56A Install and maintain low voltage overhead services

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 LV overhead services and associated equipment		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 LV overhead services and associated equipment 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, 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	Road signs, barriers and warning devices are positioned in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out installation and maintenance of LV overhead services and associated equipment		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 aloft, rescue 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 installation and maintenance of LV overhead services and associated equipment to ensure completion to quality standards with a minimum of waste according to requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2.4	LV overhead services and associated equipment are installed according to the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Maintenance, including repair and/or replacement of LV overhead services and associated equipment is carried out, in accordance with 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 during the installation and maintenance of LV services and associated equipment 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 installation and maintenance of LV overhead services and associated equipment		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, the LV overhead services and associated equipment are returned to service in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
3.7	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 a three phase overhead service	2	
Maintain a three phase overhead service	2	
Install one (1) of the following: (<i>indicate</i>) () Single phase overhead services () Two phase overhead services	2	
Maintain one (1) of the following: (<i>indicate</i>) () Single phase overhead services () Two phase overhead services	2	
Install one (1) of the following: (<i>indicate</i>) () Aluminium LV mains () Copper LV mains () LV ABC mains	2	

Maintain one (1) of the following: (<i>indicate</i>) <input type="checkbox"/> Aluminium LV mains <input type="checkbox"/> Copper LV mains <input type="checkbox"/> LV ABC mains	2	
Install one (1) of the following: (<i>indicate</i>) <input type="checkbox"/> Service fuse <input type="checkbox"/> Circuit breakers (pole) <input type="checkbox"/> Service link	2	
Maintain one (1) of the following: (<i>indicate</i>) <input type="checkbox"/> Service fuse <input type="checkbox"/> Circuit breakers (pole) <input type="checkbox"/> Service link	2	
Test the polarity of LV overhead services	2	
Test the phase rotation of LV overhead services	2	
Test LV overhead services for continuity	2	
Test LV overhead services for the presence of a voltage	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: 23/04/2013	Author: Q Jeremy	Revision No: 1	Page: 35 of 4
Document:				Last print date: 02/07/22	

UETTDRIS57A Conduct visual checking and treatment of power system poles and structures

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 perform visual checking and treatment of poles and 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 visual checking and treatment of poles and 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	Road signs, barriers and warning devices are positioned in accordance with requirements.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry out visual checking and treatment of poles and 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 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 for the safe performance of visual checking and treatment of poles and 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	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"/>
2.5	Visual checking by testing or examining pole and/or structures from approximately eye level to below ground according is performed .to requirements and established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.6	Defective or suspect poles are identified according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.7	Treatment of poles and/or structures is carried out, in accordance with the work schedule and requirements/established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
2.8	Unplanned events during the visual checking and treatment of poles and structures 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 visual checking and treatment of poles and 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 poles and 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
Conduct visual checking and treatment of one (1) of the following pole/structure types: <i>(indicate)</i> () Wood () Steel () Concrete () Composite	2 (for each type indicated)	
Perform one (1) of the following tests on poles/structures: <i>(indicate)</i> () Stress test () Drill test () Non intrusive test	2 (for each type indicated)	
Treat poles/structures using one (1) of the following methods: () Chemical treatment () Re-butting () Nailing () Welding () Stays/guys	2 (for each type indicated)	

Conduct visual checking of two (2) of the following: (<i>indicate</i>) <input type="checkbox"/> Cross-arms <input type="checkbox"/> Insulators <input type="checkbox"/> Surge arrestors <input type="checkbox"/> Support brackets	2 (for each type indicated)	
Record results of visual inspections conducted on poles/structures	2	
Report results of visual inspections conducted on poles/structures	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.