



Australian Government

UETTDRSB32 Maintain power transformer on load tap changers (OLTC)

Release: 1

UETTDRSB32 Maintain power transformer on load tap changers (OLTC)

Modification History

Release 1. This is the first release of this unit of competency in the UET Transmission, Distribution and Rail Sector Training Package.

Application

This unit involves the skills and knowledge required to maintain power transformer on load tap changers (OLTC) in the electricity supply industry (ESI).

It includes maintaining, repairing and overhauling substation voltage regulating equipment restricted to resistor and reactor type high speed on load tap changers but does not include the main tank tap selector mechanism. It also includes inspecting, recording of information, testing and measuring of associated control circuits, range of acceptance tests required on installed complete units within the parent power transformer, diagnostic and pre-commissioning checks and tests involving tap changers and interpreting these results against agreed specifications.

The application of the skills and knowledge described in this unit may require a licence/registration to practice in the workplace.

Other conditions may apply under State and Territory legislative and regulatory licensing requirement which must be confirmed prior to commencing this unit.

Pre-requisite Unit

All competencies in the Common Unit Group must have been completed, plus all competencies in one (1) of the identified Pathway Unit Group(s).

Common Unit Group

UEENEEE101A Apply Occupational Health and Safety regulations, codes and practices in the workplace

UEENEEE102A Fabricate, assemble and dismantle utilities industry components

UEENEEE104A Solve problems in d.c. circuits

UEENEEE105A Fix and secure electrotechnology equipment

UEENEEE107A Use drawings, diagrams, schedules, standards, codes and specifications

UEENEEE137A Document and apply measures to control OHS risks associated with electrotechnology work

UEENEEG006A Solve problems in single and three phase low voltage machines

UEENEEG033A Solve problems in single and three phase low voltage electrical apparatus and circuits

UEENEEG063A Arrange circuits, control and protection for general electrical installations

UEENEEG101A Solve problems in electromagnetic devices and related circuits

UEENEEG102A Solve problems in low voltage a.c. circuits

UEENEEG106A Terminate cables, cords and accessories for low voltage circuits

UEENEEG108A Trouble-shoot and repair faults in low voltage electrical apparatus and circuits

UEENEEG109A Develop and connect electrical control circuits

UEENEEK142A Apply environmentally and sustainable procedures in the energy sector

UETTDRSB25 Maintain high voltage power and instrument transformers

Pathway 1 - Electrician

UEENEEG103A Install low voltage wiring and accessories

UEENEEG104A Install appliances, switchgear and associated accessories for low voltage electrical installations

UEENEEG105A Verify compliance and functionality of low voltage general electrical installations

UEENEEG107A Select wiring systems and cables for low voltage general electrical installations

Pathway 2 - Electrical Fitter

UEENEEG199A Conduct compliance and functional verification of electrical apparatus and existing circuits

Competency Field

Substation

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Prepare to maintain voltage regulating equipment (tap changers)

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1** Work schedules, construction plans, drawings, workplace procedures and material lists are obtained and analysed
- 1.2** Job requirements and workplace procedures are

identified and communicated with relevant personnel

- 1.3 Hazards are identified, work health and safety (WHS)/occupational health and safety (OHS) risks assessed and control measures prioritised, implemented and monitored in accordance with workplace procedures
- 1.4 Work is prioritised and sequenced for completion within acceptable timeframes following consultation with relevant personnel and in accordance with workplace procedures
- 1.5 Risk control measures are identified, prioritised, implemented and evaluated against the work schedule
- 1.6 Equipment, tools and personal protective equipment (PPE) required for work are identified, obtained and confirmed in working order
- 1.7 Liaison and communication issues with authorised personnel, authorities, clients and land owners are resolved to facilitate work, as required
- 1.8 Personnel participating in work are fully briefed and responsibilities confirmed in accordance with workplace procedures
- 1.9 Worksite is prepared to minimise risk, damage to property, commerce and individuals in accordance with workplace procedures
- 2 **Carry out the maintenance of voltage regulating equipment (tap changers)**
 - 2.1 WHS/OHS, sustainable energy and environmental principles and practices are monitored and actioned to reduce incidents of accidents in accordance with workplace procedures
 - 2.2 Cardiopulmonary resuscitation (CPR), rescue from live electrical apparatus and other related safety procedures are in place in accordance with job requirements and/or workplace procedures
 - 2.3 Safe working documentation is acquired and requirements completed in accordance with workplace procedures
 - 2.4 Requirements for lifting, climbing, working at heights, confined spaces and use of power tools/equipment are followed in accordance with workplace procedures

- 2.5 Hazard warnings and safety signs are recognised and hazards and assessed WHS/OHS risks are reported to immediate authorised personnel for directions in accordance with workplace procedures
 - 2.6 Oil circuits are isolated and tap changer vessels drained in accordance with workplace and environmental protection procedures
 - 2.7 Tap changer is withdrawn and maintained in accordance with manufacturer instructions and workplace procedures
 - 2.8 Pre-service tests and measurements are conducted in accordance with workplace procedures
 - 2.9 Voltage regulating equipment (tap changers) are safely maintained to ensure completion in agreed timeframes, to quality standards and with minimum waste
 - 2.10 Unplanned events or conditions are responded to in accordance with workplace procedures
- 3 **Complete the maintenance of voltage regulating equipment (tap changers)**
 - 3.1 Completed work is checked against works schedule, construction plans and drawings for compliance and anomalies are reported in accordance with workplace procedures
 - 3.2 Safe working documentation is surrendered and transformer made ready for service
 - 3.3 Worksite is rehabilitated, cleaned up and confirmed safe in accordance with workplace procedures
 - 3.4 Tools, equipment, surplus resources and materials are cleaned, checked and returned to storage in accordance with workplace procedures
 - 3.5 Work records, reports and/or documentation are completed in accordance with workplace procedures and relevant personnel notified

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UETTDRSB32A Maintain power transformer on load tap changers (OLTC).

Links

UET Training Package Companion Volume Implementation Guide is found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=229bace1-b7bc-4653-9300-dffb13ecfad7>

Assessment Requirements for UETTDRSB32 Maintain power transformer on load tap changers (OLTC)

Modification History

Release 1. This is the first release of this unit of competency in the UET Transmission, Distribution and Rail Sector Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least two separate occasions and include:

- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements, including the use of risk control measures
- applying sustainable energy principles and practices
- maintaining at least one (1) of the following systems:
 - high speed resistor type and drive mechanism
 - high speed reactor type and drive mechanism
- maintaining at least two (2) of the following pieces of equipment:
 - live tank diverter switch
 - dead tank diverter switch
 - tap selector
- performing at least three (3) of the following tests:
 - insulation resistance tests
 - transition resistor tests
 - contact resistance tests
 - sequence timing tests
 - ratio checks
 - winding resistance tests
 - oil sampling
- dealing with unplanned events on at least one (1) occasion.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- enterprise-specific policies and procedure instructions, including:
 - responsibilities and duty of care of employer and employee relationship
 - methods of obtaining the up-to-date information on enterprise policies and procedures

- rules and regulations
- induction into workplace - location of work area and storage area, timetable, uniform, personal wellbeing, housekeeping rules, emergency procedures and evacuation procedures
- techniques when dealing with others - working in teams, customer relation, and complaint and issues procedures
- overview of enterprise professional development - fire-fighting procedures, fatigue management, and training and competency development - understanding and promotion
- enterprise-specific WHS/OHS instructions, including:
 - standards, codes, legislation, supply authority regulations and specific enterprise regulations pertaining to WHS/OHS policies and procedures
 - methods of obtaining the up-to-date information on enterprise WHS/OHS policies and procedures
 - specific enterprise personal protection equipment (PPE) - type and application; where and when to be used; method of replacement; responsibility of maintenance, including cleaning, inspection and testing; and emergency response, rescue, evacuation and first aid procedures
 - personal wellbeing – hygiene, fatigue/stress management and drugs/alcohol
 - WHS/OHS training - induction training, specific hazard training, specific task or equipment training, emergency and evacuation training, and training as part of broader programs, such as equipment operation
 - WHS/OHS records - audits; inspection reports; workplace health and environmental monitoring records; training and instruction records; manufacturer and supplier information, such as material safety data sheets (MSDS); registers, maintenance reports; workers compensation and rehabilitation records; and first aid/medical records
- enterprise-specific technical drawings and documents, including:
 - types and application of enterprise-specific drawings and documents - electrical and electronic drawings, mechanical drawings, project charts, schedules, graphs, technical manuals and catalogues
 - instructions/worksheets - types and application of enterprise-specific symbols and diagrams
 - title box - description of parts and version control
- enterprise-specific switching diagrams and drawings, including:
 - types and application of enterprise-specific switching drawings and documents - wiring and schematic diagrams and switching symbols, mechanical drawings dealing with switching operations, project charts, switching schedules, graphs, technical manuals and catalogues, and instructions/worksheets
 - interpretation of different system switching diagrams - low voltage (LV) system switching diagrams, direct current (d.c.) traction supply sectioning diagrams, high voltage (HV) transmission and distribution system symbols and feeder plans, and processes of updating switching diagrams
- enterprise-specific specialised tools, including:
 - legislation, standards, codes, supply authority regulations and specific enterprise regulations pertaining to the use and care of specialised tools (voltage detectors, polarity

- testers and phase rotation)
- characteristics, capabilities and application of specialised tools for a particular job
- safety policies, procedures and precautions with regards to using, transporting and storing specialised tools
- selection methods for obtaining the correct specialised tool for the particular job, including during procurement, purchasing and or hiring arrangements
- techniques in pre-use inspection on the serviceability of specialised tools
- techniques in the selection, use, maintenance, and care and storage of specialised tools
- identifying WHS/OHS hazards, and assessing and controlling risks associated with their use
- techniques for the safe use of specialised power tools
- enterprise-specific equipment installation procedures, including:
 - standards, codes, legislation, supply authority regulations and/or enterprise requirements applicable to equipment installation
 - requirements for the use of manuals, substation diagrams/plans and drawings
 - types, characteristics and capabilities of HV substation equipment to be installed
 - identification of components within the equipment to be installed and associated control housings
 - use, characteristics and capabilities of specialised tools and equipment
 - enterprise-specific policies and procedures for equipment to be installed
 - control equipment and auxiliary relays, flags and alarms
 - techniques in evaluating serviceability of equipment to be installed
 - safety precautions when testing and measuring equipment to be installed - safe working practices and procedures; identification of hazards; assessment and control of WHS/OHS risks; types, selection, maintenance and use of (PPE); responsibilities and protocols; and safe working clearances
 - remote and local operating principles and conventions
- enterprise-specific data management processes, including:
 - standards, codes, legislation, supply authority regulations and/or enterprise requirements applicable to data management
 - requirements for the use of manuals, substation diagrams/plans and drawings
 - types of enterprise-specific computer software
 - techniques in storing and retrieving data and reports from the computer
 - techniques in using the data management systems in following necessary commands and protocols in accordance with the enterprise-specific procedures
 - calculation of results and data measurements using the computer
 - techniques in the preparation of preliminary works creation and closure
- principles of power transformer high speed on-load tap changers (OLTC), including:
 - selector types and applications for HV power transformers
 - diverter switch types and applications for HV power transformers, including live tank, dead tank, resistor type, reactor type, vacuum type, pennant flag and pennant cycle

- ratings and construction principles
- operating mechanism types, stored energy systems and associated control systems
- operating principles and operating sequences of selectors and diverters
- measurement requirements, including contacts, differential wear, transition resistors and transient protection devices, rotation lag, out of sequence controls and end-of-life unit and component assessment
- online diagnostic tools and devices
- ancillary equipment, including online filters, over pressure relays and devices
- testing requirements, including cycle timing, differential delay, energy accumulator mechanical and operational tests, and control system functional tests
- safety precautions when testing and maintaining HV power transformer OLTC - safe working practices and procedures; identification of hazards; assessment and control of WHS/OHS risks; types, selection, maintenance and use of PPE.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated conditions involving realistic and authentic activities that replicate operational workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and PPE currently used in industry
- applicable documentation, including workplace procedures, equipment specifications, regulations, codes of practice and operation manuals.

Links

UET Training Package Companion Volume Implementation Guide is found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=229bace1-b7bc-4653-9300-dffb13ecfad7>