



Australian Government

UETTDRSO39 Coordinate low voltage distribution networks

Release: 1

UETTDRSO39 Coordinate low voltage distribution networks

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 covers the monitoring of low voltage (LV) distribution networks in real time. This includes voltage control and monitoring the status of access authorities and ensuring that the network is operated within design parameters at all times. It also includes dispatching and management of field repair crews to respond to and rectify abnormalities.

The application of the skills and knowledge described in this unit may require a licence/registration to practice in the workplace subject to regulations for undertaking of electrical work.

Other conditions may apply under state and territory legislative and regulatory licencing requirements which must be confirmed prior to commencing this unit.

Pre-requisite Unit

Common Unit Group

UEENEED104A Use engineering applications software on personal computers

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

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

UEENEEE124A Compile and produce an energy sector detailed report

UEENEEE125A Provide engineering solutions for problems in complex multiple path circuits

UEENEEE126A Provide solutions to basic engineering computational problems

UEENEEG101A Solve problems in electromagnetic devices and related circuits

UEENEEG102A Solve problems in low voltage a.c. circuits

UEENEEG149A Provide engineering solutions to problems in complex polyphase power circuits

UETTDRREL11 Apply sustainable energy and environmental procedures

UETTDRREL16 Working safely near live electrical apparatus

UETTDRIS62 Implement and monitor the power system organisational WHS/OHS policies,

procedures and programs

UETTDRIS63 Implement & monitor power system environmental & sustainable energy management policies & procedures

UETTDRSO36 Develop low voltage distribution switching programs

Competency Field

System Operations

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Plan for the management of an LV distribution network

PERFORMANCE CRITERIA

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

- 1.1** Work health and safety (WHS)/occupational health and safety (OHS) practices/procedures and environmental and sustainable energy procedures, which may influence the management of LV distribution network systems, are reviewed and determined
- 1.2** Purpose for the management of an LV distribution network is established after data is analysed and expected outcomes of the work are confirmed with the appropriate personnel
- 1.3** Organisational established procedures on policies and specifications for the management of an LV distribution network are obtained or established with the appropriate personnel
- 1.4** Testing procedures are discussed with/directed to the appropriate personnel in order to ascertain the project brief
- 1.5** Testing parameters are established from organisational established procedures on policies and specifications
- 1.6** Equipment/tools and personal protective equipment (PPE) are selected based on specified performance

criteria and established procedures

- 1.7** Work roles and tasks are allocated according to requirements and individual competencies
- 1.8** Work is prioritised and sequenced for the most efficient/effective outcome, completed within an acceptable timeframe, to a quality standard and in accordance with established procedures
- 1.9** Liaison and communication issues with other/authorised personnel, authorities, clients and land owners are resolved and activities coordinated to carry out work
- 1.10** Risk control measures are identified, prioritised and evaluated against the work schedule
- 1.11** Relevant work permits are secured to coordinate the performance of work according to requirements and/or established procedures

2 Carry out the management of an LV distribution network

- 2.1** Circuit/systems modelling are used to evaluate alternative proposals in accordance with established procedures
- 2.2** WHS/OHS and sustainable energy principles, functionality and practices to reduce the incidents of accidents and minimise waste are incorporated into the project in accordance with requirements and/or established procedures
- 2.3** Management decisions are made on the basis of safety and effective outcomes according to requirements and/or established procedures
- 2.4** Mathematical and/or engineering models of the LV distribution network are used to analyse the effectiveness of the finished project in accordance with requirements and established procedures
- 2.5** Technical advice is given regarding potential hazards, safety risks and control measures so that monitoring and preventative action can be undertaken and/or appropriate authorities consulted, where necessary, in accordance with requirements and established procedures
- 2.6** Essential knowledge and associated skills are applied to analyse specific data and compare it with compliance specifications to ensure completion of the project within

an agreed timeframe according to requirements

- 2.7 Testing of the LV distribution network is undertaken according to requirements and established procedures
- 2.8 Work teams/groups are arranged/coordinated/evaluated to ensure planned goals are met according to established procedures
- 2.9 Solutions to non-routine problems are identified and actioned, using acquired essential knowledge and associated skills, according to requirements
- 2.10 Quality of work is monitored against personal performance agreement and/or established organisational and professional standards
- 2.11 Strategic plans are developed incorporating organisation initiatives in accordance with established procedures

3 Complete the management of an LV distribution network

- 3.1 Final review of the management procedures of the LV distribution network are undertaken to ensure they comply with all requirements and include all specifications and documentations needed to complete the project
- 3.2 Appropriate personnel are notified of completion and reports and/or completion documents are finalised/commissioned
- 3.3 Reports and/or completion documents are submitted to relevant personnel/organisations for approval and, where applicable, statutory or regulatory approval
- 3.4 Approved copies of the managed LV distribution network documents are issued and records are updated in accordance with established procedures

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 UETTDRSO39A Coordinate low voltage distribution networks.

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 UETTDRSO39 Coordinate low voltage distribution networks

Modification History

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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
- demonstrating on at least three (3) occasions the coordinate system manipulations that encompass the following:
 - low voltage (LV) distribution network
 - LV network manipulation to control loading on equipment
 - transformers with LV windings (if applicable to enterprise equipment)
 - LV busbars
 - LV isolators
 - LV switchgear (applicable to enterprise equipment)
- completing all of the following:
 - writing switching instructions
 - checking switching instructions
 - coordinating switching instructions
 - calculating plant loading
 - preparing and authorising LV distribution switching programs
 - monitoring switching progress
 - monitoring the status of access permits/authorities on LV network equipment
 - ensuring network plant operates within design and regulatory requirements on a real time basis
 - dispatching and communicating with field crews to respond/rectify system abnormalities
 - applying and administering supervisory control and data acquisition (SCADA) (if applicable to enterprise equipment)
 - analysing and diagnosing system failures
 - calculating and analysing paralleling conditions on the interconnected LV system
- monitoring and managing switching to:

- manage load
- manage voltage
- minimise loss
- maximise system reliability
- allow safe network access for maintenance activities
- allow safe network access for construction activities
- validating fault reports arising from system disturbances
- 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:

- coordinating access authority procedures encompassing:
 - specific enterprise processes, policies and procedures to be followed
 - processes of consultation, negotiation and coordination - clear and concise instructions and information, methods for the encouragement of feedback and contributions of information and ideas, and responsibilities of members of the team
 - techniques in analysing, planning, coordinating and organising work for a safe outcome and according to statutory requirements and regulations
 - techniques in the effective utilisation of available resources
 - techniques in the development of an access authority/permit and/or access authority/permit issuing procedures
 - techniques in facilitating and coordinating the delivery and issuing of access authorities
 - techniques in gathering, collating and confirming data on different worksites - electrical network diagrams for the specific worksite, earth access authorities, safe working area, work to be carried out in confined space or in hazardous environment, specific outsourcing procedures, specific hazard identification, risk classification and management procedures, and regulatory requirements, such as WHS/OHS and electrical safety
 - techniques in the receiving and coordinating the cancellation of access authorities in readiness for restoration
 - methods of conducting audits on correct access authority procedures
 - process of issuing of other access authorities for work permits - working in confined space, if required, coordination of access authorities, and engaging and briefing contractors on electrical and other work
 - issue and receipt of operating agreements
- LV system switching principles, including switching authorisation procedures, encompassing:
 - legislation, standards, codes, supply authority regulations and/or enterprise requirements applicable to system switching
 - requirements for the use of manuals, system diagrams/plans and drawings
 - types and characteristics of LV systems and equipment to be switched

- procedures for obtaining correct LV switching authorisation - identification of WHS/OHS hazards, assessing and controlling risks, safety procedures and precautions, safe approach distances (SAD), responsibilities and protocols, identifying switching resources, procedures for obtaining electrical access permits authorities, requirements for team switching and procedures for coordination of operations
- techniques in LV system switching - isolation procedures and proving dead, earthing procedures, pre-switching checks, switching operational procedures, emergency fault procedures and energisation procedures
- coordinating and directing switching instructions encompassing:
 - legislation, standards, codes, supply authority regulations and/or enterprise requirements applicable to switching sheet instructions
 - specific enterprise processes, policies and procedures to be followed
 - processes of consultation, negotiation and coordination - clear and concise instructions and information, methods for the encouragement of feedback and contributions of information and ideas, and responsibilities of members of the team
 - techniques in analysing, planning, coordinating and organising work for a safe outcome and according to statutory requirements and regulations
 - techniques in the effective utilisation of available resources
 - techniques in the coordination and directing of switching schedules instructions
 - relationship between the operating authorities and high voltage (HV) customers and operating agreements
 - techniques in coordinating and directing HV and LV switching of electrical networks
 - requirements for the use of manuals, system diagrams/plans and drawings - types, characteristics and capabilities of LV and HV electrical equipment to be switched
 - responsibilities of the switching operator
 - techniques in writing switching instructions - sequence of switching operations, isolation procedures, earthing procedures and switching completion notification procedures
 - techniques in gathering, collating and confirming data on switching procedures
- LV overhead and substation switching principles encompassing:
 - legislation, standards, codes, supply authority regulations and/or enterprise requirements applicable to LV overhead and substation switching
 - requirements for the use of manuals, system diagrams/plans and drawings - types, characteristics and capabilities of LV electrical equipment to be switched; use, characteristics and capabilities of specialised tools and testing equipment; and role and responsibilities of the LV switching operator
 - operational forms, access authorities and hazard/risk assessments associated with HV switching - types of operational forms, access authorities and hazard/risk assessments, purpose and procedure for operational forms, and access authorities and hazard/risk assessments
 - use and operation of equipment associated with LV overhead and substation equipment - test instruments, sticks, interrupters and arc strangles
 - LV switchgear – types, categories, application and operating capabilities
 - operation of LV overhead switching or indicating devices - fuses, disconnect fuses, load switching, underslung links, air break switches, disconnects, live line clamps, phasing

- sticks and phasing tester
- operation of protection systems and substation equipment - fault levels and settings; types and applications, protection systems and substation equipment fault levels and settings; types and applications
- restrictions pertaining to LV switching equipment
- procedures for the isolation of LV distributions main and working earths
- earthing LV electrical apparatus practices and procedures for access authority issuing
- LV switching techniques
- operate switching apparatus - identifying hazards, assessing and controlling risks associated with LV switchgear operation, systematic and defensive techniques, mobile radio procedures and double isolation procedures
- preparation of a LV switching instruction encompassing:
 - legislation, standards, codes, supply authority regulations and/or enterprise requirements applicable to switching sheet schedules
 - requirements for the use of manuals, system diagrams/plans and drawings - types, characteristics and capabilities of LV electrical equipment to be switched; isolation points and earthing; and responsibilities of the switching operator
 - techniques in writing switching schedules - sequence of switching operations, isolation procedures, earthing procedures and switching completion notification procedures.

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, facilities, equipment, protection, control, metering and alarm equipment, computerised electrical plant control and monitoring facilities, and personal protective equipment (PPE) currently used in industry
- applicable documentation, including workplace procedures, relevant industry standards, equipment specifications, regulations, codes of practice, operational event data, network drawings, crisis management procedures and operation manuals.

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