

Title	Plan for scheduled work on electricity supply network equipment		
Level	4	Credits	10

Purpose	People credited with this unit standard are able to: identify the detail of work requirements; prepare switching requirements; and notify affected scheduled work parties.
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Classification	Electricity Supply > Electricity Supply - Power System Management
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Available grade	Achieved
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Guidance Information

- 1 Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable legislative and industry requirements.
- 2 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to
 - Health and Safety at Work Act 2015;
 - Electricity Act 1992;
 - Electricity (Safety) Regulations 2010;
 - Electricity supply industry codes of practice and documented enterprise procedures, including *Safety Manual – Electricity Industry* (SM-EI) and relevant EEA guides available from www.eea.co.nz and any subsequent amendments and replacements.
- 3 Definitions

Asset owner refers to a participant who owns or operates assets used for generating or conveying electricity.

Industry requirements include all asset owner requirements and standards; manufacturers' specifications; and enterprise requirements which cover the documented workplace policies, procedures, specifications, business, and quality management requirements relevant to the workplace in which assessment is carried out.

Switching instruction is a planned sequence of operating actions (or a single action) that has been compiled in an approved format. It is sometimes referred to as an operating order or operating sequence.

Work management systems includes but is not limited to – access permits, test permits, minor work management systems.

Outcomes and performance criteria

Outcome 1

Identify the detail of work requirements.

Performance criteria

- 1.1 The scheduled work to be carried out is identified from asset owner's requirements.
- Range may include but is not limited to – details on equipment type and identification, work details.
- 1.2 The scheduled work is coordinated within timeframes outlined in the asset owner's requirements.
- 1.3 The requests to carry out work are documented, and the contractor's competence checked.
- Range may include but is not limited to – work management systems, access permit, test permit, verification of competency.
- 1.4 Work resources and switching operations required to carry out the work on the network are identified.
- Range may include but is not limited to – equipment, tools, personnel, network controller, contractor.
- 1.5 The request for network equipment to be released is documented and approved.
- Range may include but is not limited to – type of work management system required, equipment to be worked on, safety measures required appropriate to work to be carried out.

Outcome 2

Prepare switching requirements.

Performance criteria

- 2.1 The nature of the equipment release request is clarified in consultation with others.
- Range may include but is not limited to – contractor, supervising officer, release coordinator, asset owner, project manager.
- 2.2 The switching instructions are coded and referenced.
- 2.3 Terminology and abbreviations are used in accordance with asset owner procedures.

- 2.4 The steps specified in the switching instructions are safe and logical as confirmed by industry procedures.

Outcome 3

Notify affected scheduled work parties.

Performance criteria

- 3.1 The switching instructions are prepared and distributed to contractor and other affected parties within the timeframe specified by the asset owner.

Range may include but is not limited to – network controller, field operator, project manager, contractor, job organiser, recipient of work management system.

- 3.2 Retailers, consumers and service agencies affected by carrying out scheduled work are informed within scheduled timeframe and legislative requirements.

Range may include but is not limited to – mail, letterbox drop, public notice, radio, social media, email.

Planned review date	31 December 2026
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	3 August 1999	31 December 2018
Revision	2	11 February 2004	31 December 2018
Rollover and Revision	3	26 November 2007	31 December 2018
Review	4	16 April 2010	31 December 2019
Review	5	16 March 2017	31 December 2023
Review	6	30 September 2021	N/A

Consent and Moderation Requirements (CMR) reference	0120
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Connexis - Infrastructure Industry Training Organisation qualifications@connexis.org.nz if you wish to suggest changes to the content of this unit standard.