

Title	Manage switchgear equipment and switchboards in a safe manner		
Level	4	Credits	3

Purpose	<p>This unit standard is for people engaged in the manufacture of switchboards in the electrotechnology industry.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> – receive and unpack switchgear equipment in accordance with project documentation and industry practice – manage, move, and secure switchgear equipment and switchboards safely.
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Classification	Electrical Engineering > Electric Switchboards
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Available grade	Achieved
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Guidance Information

1 This unit standard may be used for learning and assessment on-job.

2 References

- Accident Compensation Act 2001
- AS/NZS 3000 (version as cited in the Electricity (Safety) Regulations), *Electrical installations (known as the Australian/New Zealand Wiring Rules)*
- AS/NZS 61439.4:2016, *Low-voltage switchgear and controlgear assemblies – Particular requirements for assemblies for construction sites (ACS)* available at [Standards NZ](https://standards.nz)
- Electricity Act 1992
- Electricity (Safety) Regulations 2010
- Health and Safety at Work Act 2015
- The New Zealand Electrical Codes of Practice, available at WorkSafe New Zealand, [worksafe.govt.nz](https://www.worksafe.govt.nz) and all subsequent amendments and replacements.

3 Definitions

Industry practice – those practices that competent practitioners within the industry recognise as current industry best practice.

Safe and sound practice – this relates to the installation of electrical equipment and is defined in AS/NZS 3000.

4 Range

- a Candidates may refer to current legislation and Standards during assessment.
- b Demonstration of safe working practices and installation in accordance with *safe and sound practice* are essential components of assessment of this unit standard.
- c All evidence presented for assessment against this unit standard must be in accordance with:
 - i legislation
 - ii policies and procedures
 - iii ethical codes
 - iv Standards – may include but are not limited to those listed in Schedule 2 of the Electricity (Safety) Regulations 2010
 - v applicable site, enterprise, and industry practice
 - vi where appropriate manufacturers' instructions, specifications, and data sheets.

Outcomes and performance criteria

Outcome 1

Receive and unpack switchgear equipment in accordance with project documentation and industry practice.

Performance criteria

- 1.1 Follow inwards goods and other relevant procedures to take delivery of and determine the condition of delivered equipment.
- 1.2 Retain all product documentation and record inconsistencies for project handover.
- 1.3 Demonstrate safe unpacking procedures and explain any risks to people or property associated throughout unpacking of switchgear equipment.
- 1.4 Locate, use, and safely return all appropriate handling material and equipment.
- 1.5 Dispose of packing materials safely in accordance with environmental policies.

Outcome 2

Manage, move, and secure switchgear equipment and switchboards safely.

Performance criteria

- 2.1 Demonstrate the appropriate process if equipment and boards do not meet specifications.
- 2.2 Move equipment and boards safely using three different types of handling equipment.

Range handling equipment may include but is not limited to – gloves, rope, slings, fork lifts, fork hoist, hand trucks, gantry cranes, paddle lift, load skates.

- 2.3 Manage equipment and boards in accordance with workflow requirements.
- 2.4 Demonstrate safe practices of securing equipment and explain different risks that may occur during the process.

Replacement information	This unit standard replaced unit standard 26411.
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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	17 November 2016	N/A
Rollover and Revision	2	25 July 2024	N/A

Consent and Moderation Requirements (CMR) reference	0003
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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 the Waihanga Ara Rau Construction and Infrastructure Workforce Development Council qualifications@WaihangaAraRau.nz if you wish to suggest changes to the content of this unit standard.