

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; and – 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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Explanatory notes

- 1 This unit standard may be used for learning and assessment on-job.
- 2 References
 - Accident Compensation Act 2001;
 - AS/NZS 3000:2007, *Electrical installations (known as the Australian/New Zealand Wiring Rules)*;
 - AS/NZS 3439.4:2009, *Low-voltage switchgear and control gear assemblies – Particular requirements for assemblies for construction sites (ACS)*;
 - Electricity Act 1992;
 - Electricity (Safety) Regulations 2010;
 - Health and Safety at Work Act 2015;
 - The New Zealand Electrical Codes of Practice, available from [WorkSafe New Zealand](#);
 - 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 3000:2007.
- 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; and
 - vi where appropriate manufacturers' instructions, specifications, and data sheets.

Outcomes and evidence requirements

Outcome 1

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

Evidence requirements

- 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.

Evidence requirements

- 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 2021
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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

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>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.