Course Overview

Access to Substations and Switch Rooms

CPD CERTIFIED
The CPD Certification Service

HORIZON

- Electrical Training
- Facilities Management
- Carbon Management

Entry Requirements

It is a legislative requirement that everyone required to work on, or adjacent to, electrical systems must have sufficient technical knowledge, training, and experience (or be under suitable supervision) to prevent Danger. This is the fundamental definition of a Competent Person.

This course:

- Is for persons who require access to High Voltage (HV) Substations and Switchrooms, and are required to work in the vicinity of, but not on electrical equipment.
- Applies only to Substations containing enclosed electrical Switchgear.
- Defines the arrangement of apparatus and equipment in Substations and Switchrooms, safety procedures, understanding of access keys, and steps to be taken in an emergency.
- Ensures an awareness of High Voltage Systems and the safety requirements for working in the vicinity of all electrical equipment.
- Defines electrical hazards and the precautions necessary to avoid danger.

Course Purpose

Course Delivery

- Electrical Training
- Facilities Management
- Carbon Management

Introduction

- The course will be delivered over half a day in accordance with the timetable set out below.
- The content will be delivered via a powerpoint presentation supplemented with Videos and Tutor experiences to reinforce and emphasise learning.
- Throughout the course delegates will be encouraged to ask questions and share their experiences.
- At the end of the course delivery delegates will sit an open book Test based on the content of the course followed by a single phase and three phase safe Isolation practical test.

Course Timetable

- Registration - 8:00am to 8:30am.
- The course delivery will start at 8:30am and finish at 1:00pm. The course will be split up into two sessions.
- Session 1 – 8:30am to 10:30am.
  Break 10:30am to 11:00am.
- Session 2 – 11:30am to 13:00 pm.

Course Delivery

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Facility Provision

The course will be taught in a training room and a simulated Substation area at the Horizon offices in Belfast.

The training room is equipped with audio visual projection facilities, whiteboards and flipcharts.

The simulated Substation is equipped with HV and LV Switchgear and has been arranged to replicate a typical substation as would be found in an industrial facility.

Course Materials

Each delegate will be provided with the following:

- Presentation notes.
- Handouts.

The subject matter and order in which the modules will be delivered is outlined in the following Course Agenda.

Course Agenda

- Roles and Responsibilities of a Competent Person
- Legislation – practical application
- Danger
- Access and Egress
- Substation Visit
- Electrical hazards and precautions
- Signs and Notices
- Hazard identification & Risk Assessment
- Emergency procedures and incidents
- Course review & Written Assessment

- Electrical Training
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- Carbon Management