

Low Voltage Switching Operator Authorisation

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Target Audience (All Regions)

All staff and Contractors switching and accessing Low Voltage de-energised networks.

Introduction

Develop an aligned LV Switching Authorisation and training framework that will increase field safety while making minimal impact to the delivery of the POW. This alignment will focus solely on delivering an authorisation framework for Low Voltage isolation and access and is exempt from field documents and procedures.

This model is to run synchronous with the established HV switching authorisation model already aligned across the state.

Why is this Update being issued?

As part of a new structure for Switching, the implementation of the following authorisation is required for alignment of Low Voltage Switching across the state.

Low Voltage Switching Operator – LVSO

Go Live

The below protocols and authorisation requirements will come in to affect following 31 March 2023.

Switching Protocols

Performing LV switching requires a sound knowledge of network systems, diagrams and devices. To uphold the highest level of safety and ensuring a diverse level of knowledge, LV switching will require two authorised workers to perform the task. All LV switching will be performed using an authorised and checked LV switching sheet and must be performed by a team of authorised Switching Operators. This team will perform the operations listed on the switching sheet and maintain a level of communications consistent with teamwork in switching. The LV switching team may be made up of the follow:

Two authorised LVSO

or

One authorised LVSO and one authorised SOA Electrical/ Non-electrical/ Contract

Authorisation Transition

The following transition plan will introduce new authorisations and align current authorisations across all sectors that interact with the Ergon and Energex Low Voltage Networks

All staff and contractors with the below Record of Training/ authorisations will transition to Low Voltage Switching Operator authorisation:

- 4480 (10001546 -AXcelerate System code) - Low Voltage switching and Access (Current LV Switching course) Ergon staff and contractors

or

- ALVSO - Low Voltage Switching Operator Authorisation (Current LV Switching authorisation) Energex staff and contractors

and

- Individual of a Workgroup Electrical
- Current Electrical Licence

If staff are operating LV equipment in the field that are not covered by the above Record of Training/ authorisations, recognition of prior learning (RPL) via the process outlined below may apply.

Staff that have the evidence for the below points will be eligible to nominate for the online assessment, 37004 LV Switching Operator Verification of Competency.

Internal Staff

- Current HV Switching Operator Authorisation (OH, UG, Subs, Trans)
- Individual of a Workgroup
- Current Electrical Licence

Contractor Staff

- Evidence of 3 sheets completed in the last 3 years and the signed declaration of experience
- Individual of a Workgroup
- Current Electrical Licence

This assessment will consist of a set of questions that focus on LV isolation, network systems, diagrams and theory. On successful completion of the online assessment the **LVSO authorisation** will be issued inline with HV switching expiries.

Switching Authorisation

Low Voltage Switching Operator can operate all low voltage switching devices required to safely de-energise an LV feeder for isolation and access or to parallel two low voltage feeders to maintain supply. This authorisation will work in conjunction with the current working live authorisation. The LVSO will only be able to operate devices they are authorised to operate under their working live authorisation (e.g., Overhead or Ground based).

Pre-Requisites –

Individual of a Workgroup Electrical.

An Electrical Workers Licence (or equivalent) will be required to obtain this authorisation

This authorisation does not allow the worker to operate LV devices as directed by a high Voltage switching sheet.

There will be a requirement to complete a portfolio and an infield assessment to obtain the initial authorisation

Provisional Authorisation

On completion of the theory and practical components for a new authorisation, the operator will be issued with a LVSO Provisional authorisation. This provisional authorisation allows the worker to access the LV network for the purpose of LV switching training whilst under the direction of a qualified LVSO. This authorisation will expire 12 months from completion of the initial practical components.

Competency Portfolio

The initial authorisation requires the operator to complete and submit a portfolio of evidence whilst under a provisional authorisation. Five (5) LV switching sheets, as the LVSO, and endorsement of each portfolio from an authorised LVSO. The switching sheets will need to be conducted in a field switching process under normal operating practices.

Re-authorisation

The Re-authorisation program will consist of three “gates” as per the HV model

1. The ‘first gate’ is for staff to log experience via the Switching Record of Work Portfolio app. This may be rolled into the HV portfolio or as a standalone record as the highest-level authorisation
2. The ‘second gate’ is an online theory assessment
3. The ‘third gate’ is a face-to-face onsite evaluation whilst carrying out a switching sheet, under normal switching conditions. This may be rolled into the HV portfolio count or as a standalone record as the highest-level authorisation

Communications

Roll out and change to Authorisation process across the state in the September/ October Team Brief with a go live date of for the LV Switching conditions the 31st of March 2023. All staff and contractors working on the LV network Shall comply.

For more information contact:

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All current Operational Updates should be posted to noticeboards