

USPL Checklist: AO/AOD Energized Electrical Equipment (EEE) OJT

Student Name:	Evaluated By:
Student ID:	Evaluator Signature:
Evaluation Date:	

Description: Employees need to complete all of the tasks listed below under the supervision of a qualified Asset Operator (AO)/ Asset Operator Designee (AOD).

<p>1. POLICIES</p> <p>Read the following policies/procedures and discuss the roles and responsibilities of the Asset Operator (AO) and/or Asset Operator Designee (AOD) with a qualified AO:</p> <ul style="list-style-type: none"> – ATW Policy – Level 2 HITRA Procedure – Cold Work Policy – Electrical Safety Policy – Personal Protective Equipment Policy 	Comments	N/A <input type="checkbox"/> Met: <input type="checkbox"/>
<p>2. ATW POLICY</p> <p>Demonstrate completing the ATW form with input from the Performing Authority and the Workforce.</p>	Comments	N/A <input type="checkbox"/> Met: <input type="checkbox"/>
<p>3. ATW POLICY</p> <p>Demonstrate reviewing the Level 2 HITRA to verify that the scope is appropriate, permits have been identified, and that it has been properly approved.</p>	Comments	N/A <input type="checkbox"/> Met: <input type="checkbox"/>
<p>4. ATW POLICY</p> <p>Demonstrate reviewing and verifying that permit conditions are deemed acceptable for the defined scope of work and affected equipment.</p> <p>Demonstrate issuing the permit to the Performing Authority or can delegate permit issuance to the AOD.</p>	Comments	N/A <input type="checkbox"/> Met: <input type="checkbox"/>
<p>5. ATW POLICY</p> <p>Discuss determining if changes can be made to a permit if permit conditions are exceeded or if the permit should be cancelled and a new permit issued.</p> <p>Demonstrate making changes to the permit by documenting their approval of the changes by initialing the changes where they are documented on the permit.</p> <p>Discuss making changes to permits issued by telephone.</p> <p>Discuss determining if changes to the Level 2 HITRA are necessary and how to facilitate those changes as the HITRA Leader prior to approving the changes to the permit.</p>	Comments	N/A <input type="checkbox"/> Met: <input type="checkbox"/>

<p>6. ATW POLICY</p> <p>Describe receiving expired permits from the Performing Authority(s) and verify that the work written on the permit(s) has been completed.</p> <ul style="list-style-type: none"> • Demonstrate documenting the expiration time on the permit(s) and on the ATW form in Section C. 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>7. ATW POLICY</p> <p>Describe updating the Permit Register when a permit is issued and then when it expires.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>8. ENERGIZED ELECTRICAL EQUIPMENT</p> <p>Demonstrate reviewing and issuing a Cold Work Permit to the Performing Authority for Energized Electrical Equipment.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>9. ENERGIZED ELECTRICAL EQUIPMENT</p> <p>Discuss the conditions that require a Cold Work — Energized Electrical Equipment Permit.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>10. ENERGIZED ELECTRICAL EQUIPMENT</p> <p>The candidate listed and discussed the requirements of the associated policies and procedures as they apply to Cold Work — Energized Electrical Equipment.</p> <ul style="list-style-type: none"> – Electrical Safety Policy – Personal Protective Equipment Policy 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>11. Energized Electrical Equipment</p> <p>Discuss the requirements of the associated policies and procedures as they apply to Cold Work — Energized Electrical Equipment.</p> <ul style="list-style-type: none"> – Electrical Safety Policy – Personal Protective Equipment Policy 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>12. Energized Electrical Equipment</p> <p>List and discuss the types of work on energized electrical equipment that shall require a Cold Work Permit:</p> <ul style="list-style-type: none"> • Placing Equipment In or Out of Service • Fuse Handling • Making Connections • Repair Work • Testing • Grounding 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>13. Energized Electrical Equipment</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p>

<p>Discuss when a person trained in first aid including cardiopulmonary resuscitation (CPR) shall be available.</p> <ul style="list-style-type: none"> • When personnel are performing work on live overhead electrical lines or transformers • Entry into an underground electrical vault with energized equipment • Tree trimming around exposed electrical lines 		<p>Met: <input type="checkbox"/></p>
<p>14. Energized Electrical Equipment</p> <p>Discuss the requirements for availability of CPR-trained persons:</p> <ul style="list-style-type: none"> • A CPR trained person shall be available for each worker exposed to electric shock. The number of CPR trained persons available shall be equal to the number of workers exposed to the electric shock, on a one for one basis. • A designated CPR trained person shall not be a worker exposed to the electric shock while performing the work. • The trained person(s) shall be located so that they can reach each person exposed to electric shock within four (4) minutes. 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>15. Energized Electrical Equipment</p> <p>Discuss the following exemptions that do not require a Cold Work — Energized Electrical Equipment permit:</p> <ul style="list-style-type: none"> • Work on live circuits at 50 volts or below • Work performed within the Limited Approach Boundary of energized electrical conductors or circuit parts by qualified persons related to tasks such as testing, troubleshooting or voltage measuring, provided appropriate safe work practices and personal protective equipment as described in the Electrical Safety Policy are provided and used. 	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>
<p>16. COMPLETION</p> <p>The above named employee has been successfully completed the OJT tasks listed above and is ready for the Practical exam.</p>	<p>Comments</p>	<p>N/A <input type="checkbox"/></p> <p>Met: <input type="checkbox"/></p>