

# Electrical Safety Authorisations

Authorisations Manual  
Electrical & Public Safety

February 2026



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## 1.0 INTRODUCTION

### 1.1 Purpose

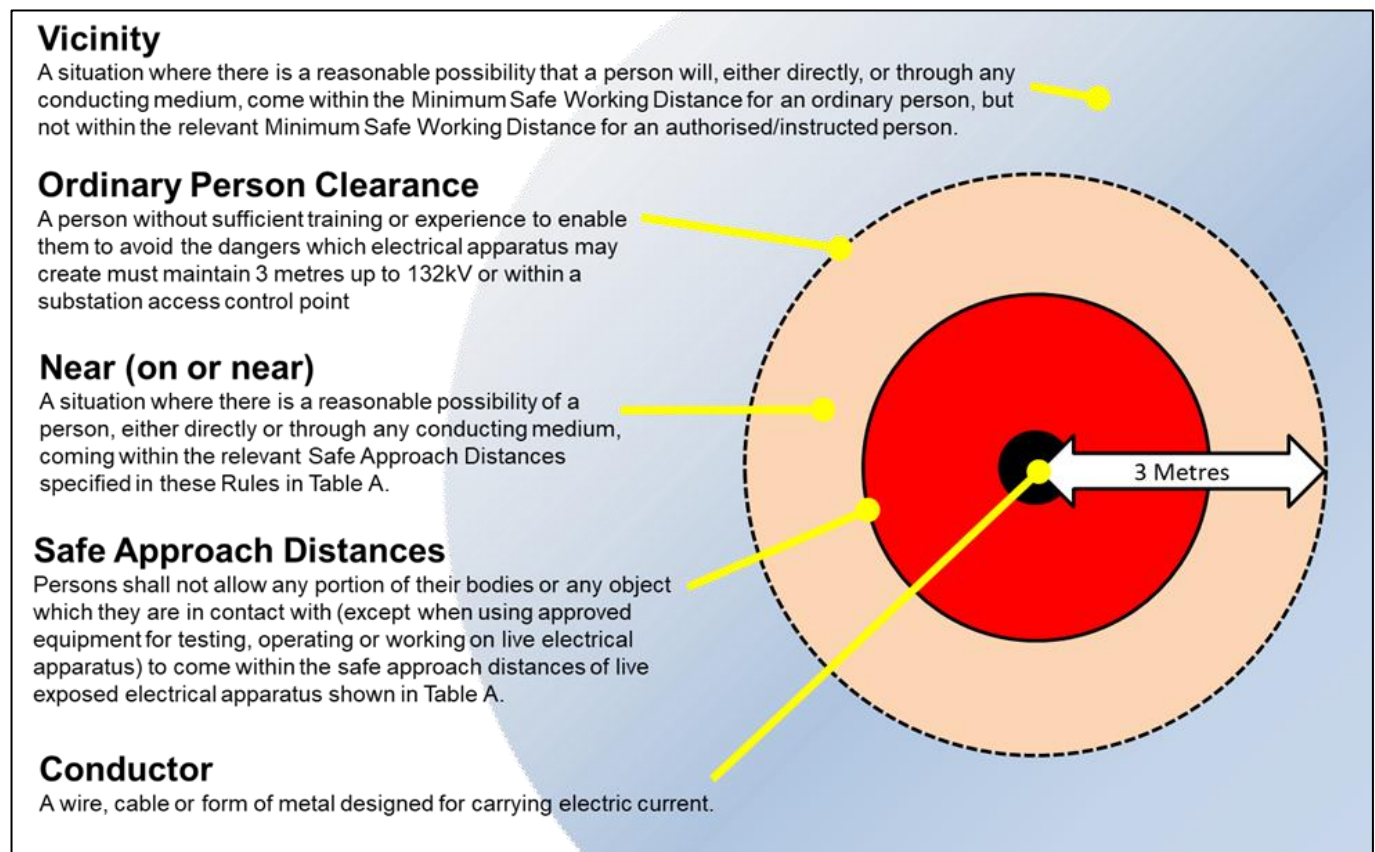
This manual has been developed for workers and their managers to outline the purpose of authorisation functions, detail the various authorisation functions requirements for work on or near the network, the process of becoming authorised and the requirements to access the network.

*Note: This document is designed to be viewed on an electronic device to enable enlarging of small print and accessing of hyperlinks throughout the text.*

#### 1.1.1 Work 'on or near'

Only authorised persons, instructed persons or persons under the appropriate level of supervision of an authorised person may work on or near Endeavour Energy's network.

- **Authorised person**  
*A person with technical knowledge or sufficient experience who has been approved, or who has the delegated authority to act on behalf of Endeavour Energy, to perform the duty concerned.*
- **Instructed person**  
*A person adequately advised by an Authorised Person or who has sufficient training and experience in the safety requirements for the work being undertaken to enable them to avoid the dangers which electricity may create.*
- **Vicinity**  
*A situation where there is a reasonable possibility that a person will, either directly, or through any conducting medium, come within the Minimum Safe Working Distance for an ordinary person, but not within the relevant Minimum Safe Working Distance for an authorised/instructed person.*



1.1.2 Endeavour Energy Franchise Area



## 1.2 Safety management

### Individual competency

Authorisation functions are developed as part of an overall safety management system, in particular, providing a competency framework for management to apply to their staff working on or near the network. This framework provides assurance that individuals working on or near the network have the necessary knowledge and skills to perform particular tasks or functions safely and autonomously.

The authorisations framework incorporates various functions that define the competency requirements for performing tasks on or near the network. These are broken into categorised profiles such as switching, permit recipients, substation access requirements and trade-based role outcomes, etc.

The authorisations framework additionally contains specific functions deemed as having a significant impact on network integrity, high risk tasks or requiring a high level of ongoing competency management. The competency requirements are designed to provide assurance for the ability of an individual to adequately identify, assess and control electrical safety hazards. They do not, however, provide assurance of the quality of work outcomes.

The authorisations framework is designed to assist the understanding of the competency requirements required for various tasks. It does not substitute the necessary oversight managers must have over their workers when working on or near Endeavour Energy's network.

### Company Safety Management System

Authorisations are granted to individuals on the condition they hold the necessary competency requirements for the relevant functions to be held, in addition to being employed by a company that has an adequate safety management system that encompasses the type of work to be carried out.

For new worker authorisation requests associated with a type of work not previously undertaken by that organisation, the company's safety management system may require reassessment to determine appropriateness for the new type of work.

Adequate safety management systems include:

- for contestable network services as defined under the *Electricity Supply Act 1995 (NSW)*, the ASP Accreditation under the ASP Accreditation Scheme;
- network operators operating within NSW who have a safety management system in place that meets the requirements of AS5577-2013 Electricity network safety management; and
- alternatively, a company may operate a safety management system specifically assessed as adequate by Endeavour Energy.

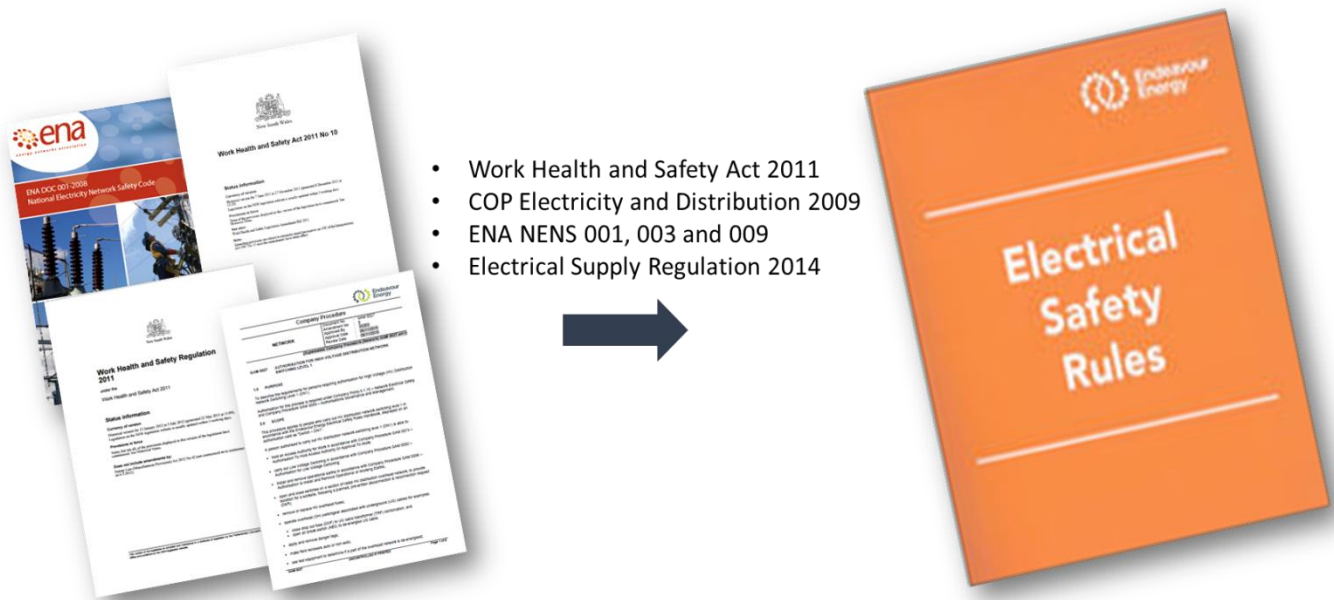
### 1.3 Electrical Safety Rules

Authorisation functions are developed in accordance with the Endeavour Energy Electrical Safety Rules.

Endeavour Energy establishes and maintains Electrical Safety Rules (ESR) that form part of its Electricity Network Safety Management System, produced to meet the requirements of the *Electricity Supply (Safety and Network Management) Regulation 2014*.

These rules provide the minimum safe working practices for persons, when working or testing on or near electrical apparatus associated with the distribution of electricity.

It is the responsibility of the authorised persons working on or near the network to ensure that they understand and apply the requirements of the ESRs.



Find the current Endeavour Energy Electrical Safety Rules on our website:  
<https://www.endeavourenergy.com.au/safety/safety-resources/electrical-safety-rules>

*For any electrical safety queries, please contact:*  
[electrical.safety@endeavourenergy.com.au](mailto:electrical.safety@endeavourenergy.com.au)

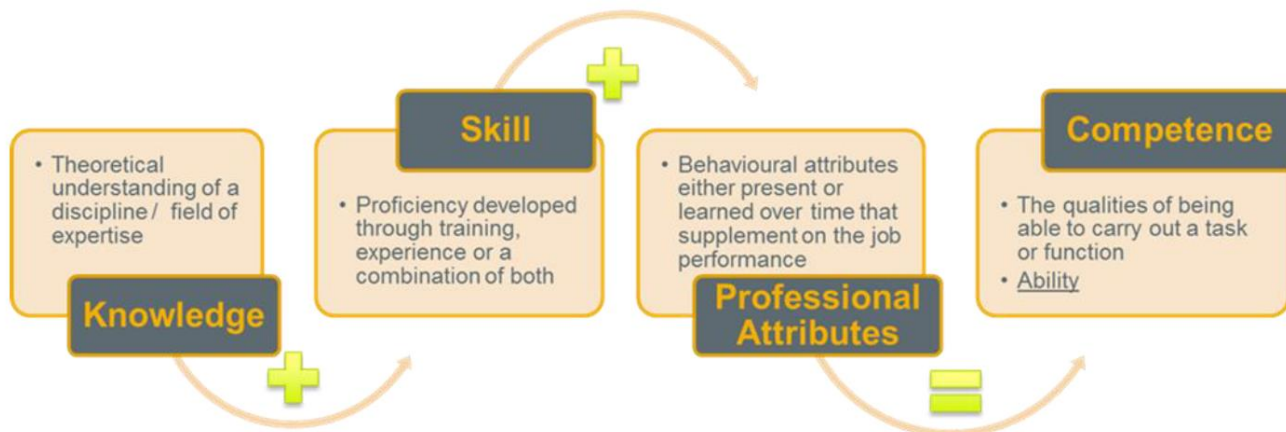


## 2.0 PRINCIPLES OF AUTHORISATION

### 2.1 Competency

Each authorisation function has a series of competency requirements that must be satisfied. The specific competency or suite of competencies required for authorisation functions is explained further within Schedules 1-11.

Competency may be demonstrated by successful completion of theoretical and/or practical assessment of skills as nominated in the relevant schedule. Contributing factors that supplement technical competence include professional and personal attributes which should be viewed holistically in terms of competence rather than in isolation.



Competency recognition may be applicable for any authorisation function subject to the specifications, review and endorsement of the Public Safety & Authorisations Manager. Such recognition must be determined through either recognition of current competency (RCC) and/or recognition of prior learning (RPL).

RCC and RPL assessments may be a formal competency assessment undertaken by a Registered Training Organisation (RTO) to align with national units of competency, or alternatively for non-formal training outcomes, an assessment to determine the alignment of current competency with specified learning outcomes.

The Public Safety & Authorisations Manager will specify, and review training courses and competency outcomes required to provide the required competencies for each individual authorisation.





## 2.2 Manager Support of Competency

Endeavour Energy's electrical safety authorisation framework provides a competency management process for workers to enable specific tasks relating to work on the network to be carried out.

It is the manager's responsibility to satisfy themselves that the worker has received appropriate training and is competent to hold an authorisation function initially and has also maintained the necessary competency each year when the authorisation is renewed.

There are a range of requirements specified for each authorisation function. These generally include a qualification, certain specialised initial training courses, and a range of refresher training that needs to be completed each year.

In addition to training, managers must also attest to the competency of workers to carry out various tasks. Specifically, managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks of significant complexity on the network (relevant to the specific functions to be held) to maintain knowledge and/or skills required to adequately identify, assess and control electrical safety hazards.

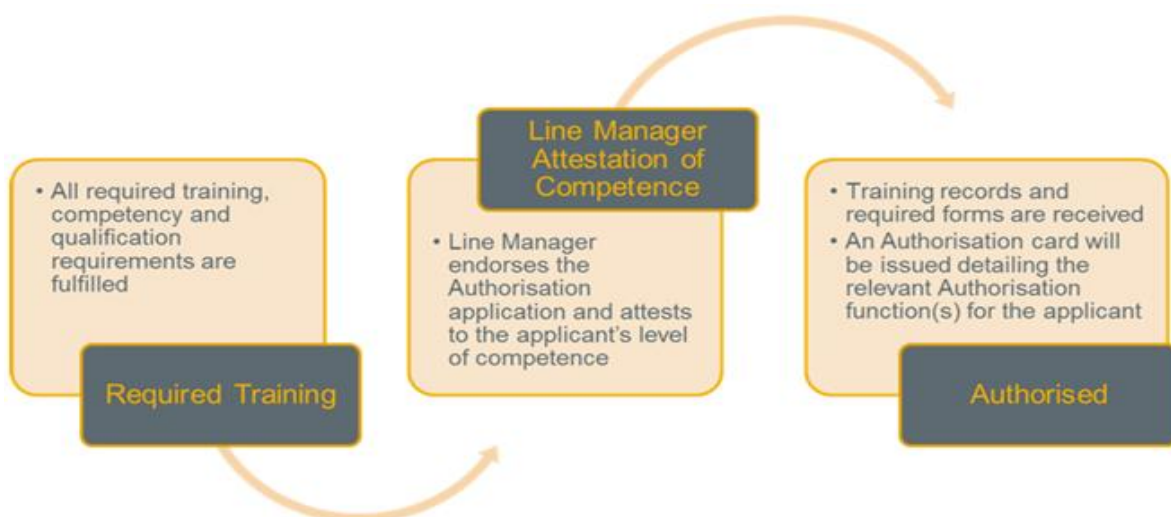
There are various ways that a manager may satisfy themselves that their staff have maintained competency such as (but not limited to):

- having a comprehensive oversight over work schedules/programs
- regular workplace and onsite interactions
- documenting safety toolbox talks, collating workplace forms and other documented evidence
- independent 3rd party references from a previous employer/supervisor
- verification of competency assessments (VOC)

This is a three-stage process where an individual completes all necessary required training in addition to holding any required qualification(s), the individual's Manager initially attests to the competence of the individual, and finally, submits the necessary documentation for the authorisation to be issued.

Manager attests to worker competency, certificates, training transcripts and other forms of valid evidence will be electronically stored in the company authorisation database Beakon.

Note: An applicant is not authorised until an Authorisation certificate (card) is issued.



## 3.0 AUTHORISATIONS PROCESS MANAGEMENT

### 3.1 Legitimate need for Authorisation

A person will only be authorised to work on or near the company's electricity network if they are employed by a company that has a legitimate need to employ authorised persons.

Companies other than Endeavour Energy must be registered in Beakon before their employees will be authorised.

All persons will be authorised subject to them meeting the competency and administrative requirements of an individual authorisation and having a nominating endorsement from their manager as required in Section 2.2.

#### 3.1.1 Employees of the company

Where a new employee is being recruited into a role requiring authorisation for a specific function/s, the ability of the candidate to meet all relevant authorisation criteria must be confirmed by the manager of the role prior to any offer of employment.

#### 3.1.2 Accredited Service Providers (ASPs)

Individuals must be registered as an ASP under the ASP scheme rules to be eligible for authorisation and must be employed by an ASP company that holds a current ASP accreditation issued by the Office of Energy and Climate Change.

All new authorisations must be entered into the Beakon self-serve portal and submitted along with the ASP Scheme employee registration letter.

The authorisations of an authorised person will remain valid until the requirements specified for the specific authorisations expire and will not be renewed if their ASP is no longer accredited, even if all other requirements for renewal of authorisation have been met. Additionally, their authorisation will be suspended / cancelled upon loss of accreditation by their ASP.

#### 3.1.3 Contractors to the company

The contract owner must request the Endeavour Energy Authorisation team to register a company that has a contract of service with Endeavour Energy or that is on the Endeavour Energy's contractor panel. Contracting companies will only remain registered in Beakon while they have a contract with the company or are on a contractor panel.

All new authorisations must be entered into the Beakon self-serve portal.

The authorisations of employees of contracting companies will remain valid until the requirements specified for the specific authorisations expire and will not be renewed if a contracting company is not registered in Beakon, even if all other requirements for renewal of authorisation have been met.

#### 3.1.4 Employees of other network operators

An employee of another network operator must be directly employed by a network operator within NSW that has a safety management system in place which confirms that the design, construction, commissioning, operation and decommissioning of its network is safe in compliance with AS 5577 Electricity Network Safety Management Systems in order to be registered in Beakon.

## 3.2 Transfer of authorisations

A person is only required to be authorised with one employer to work on or near the Endeavour Energy network.

Secondary or additional employers do not need to authorise workers as subcontractors, provided the worker's authorisation is compliant and that they only perform work they are authorised for.

All employers will need to familiarise staff and any subcontractors with the relevant safety management systems and work methodology via your induction processes as part of your PCBU WHS duties.

## 3.3 Training, qualification and competency requirements

The training, qualification and competency requirements that a person must hold to obtain authorisation to carry out a specific function will be detailed in Schedules 1-11.

Additional training that may be relevant to specific functions that is not mandatory but recommended may be shown in Schedules 1-11 with a specific notation "as required".

### 3.3.1 Submission of training records

All company employees applying for authorisation for access to the network must have their direct manager's endorsement (or higher).

Applications for authorisation from employees of external companies must be approved by a delegated responsible controlling officer of that company.

Evidence of training and assessment from RTOs other than evidence of training carried out by the company's Training Delivery Branch for employees must be uploaded into Beakon in one of the following forms:

- certificate issued by the RTO and signed by the trainer or representative of the RTO; or
- a matrix clearly showing the full names and companies of persons trained and the training outcomes completed by each person. This matrix must be signed and dated by the trainer or representative of the RTO.

Scanned or copied training passports will not be accepted as evidence of training for any new applications or refresher training for authorisation renewals if the identity of the holder is not shown on same page as the training records.

Only complete packages of complying documentation for authorisations assessment will be considered. Part submissions will not be considered.

Evidence of training carried out by the company's Technical Training for employees must be entered into Success Factors and Axcelerate within five working days of the training being completed.

### 3.3.2 Recognition of Authorisation Functions with other network operators

Recognition for authorisation functions may be granted for authorised personnel of other network operators where an equivalency has been determined subject to the written approval from the Public Safety & Authorisations Manager.

### 3.4 Authorisation Application

Applications must be accompanied by valid evidence that all competency requirements as defined in the specific authorisation functions within Schedules 1-11 have been met.

Specifically, this is a three-stage process where an individual completes all necessary required training in addition to holding any required qualification(s). The individual's line manager attests to the competence of the individual, and finally, submits the necessary documentation for the authorisation to be issued.

For company employees, the declaration of competency must be attested to by the authorised person's line manager (or higher).

For employees of ASPs, contractors to the company or employees of other network operators, the declaration of competency must be attested to by an appropriately delegated officer of the authorised person's employer.

All forms of valid evidence including certificates and training transcripts, will be securely stored in the company's authorisation database, Beakon.

Note: An applicant is not considered authorised until an authorisation certificate has been issued and the associated functions are confirmed to be compliant. Once authorised, the certificate can be accessed via the individual's profile in the Beakon system.



#### 3.4.1 Issue of authorisation

Authorisation will be granted to successful applicants by the Public Safety & Authorisations Manager. A digital authorisation certificate will be issued, detailing the level of authorisation along with a photo of the individual. The certificate can be accessed in the individual's profile in Beakon, or by following the link in the confirmation email received.

#### 3.4.2 Evidence of authorisation

All authorised persons will be issued with a Network Access Authorisation Digital Certificate which will indicate the functions which a person is authorised to carry out. The Network Access Authorisation Digital Certificate must be downloaded to the authorised person's phone or iPad and can be saved for positive identification of the authorised person and must indicate the date of expiry of the authorisation.

Each authorised person must have their Digital Certificate downloaded to their iPad, Mobile Phone, or a printed copy whenever they are undertaking authorised functions.

#### 3.4.3 Authorisation renewal

Renewal of authorisations must be accompanied by valid evidence demonstrating that all competency requirements, as defined in the function specific descriptions, have been satisfied.



For employees of ASPs, contractors to the company or representatives of other network operators, the declaration of competency must be made by an appropriately delegated officer of the authorised person's employer.

Authorised persons whose authorisations are not renewed prior to the expiry date will not be permitted to access the network, unless under the supervision of a person authorised to undertake the work.

Each authorised person must have their digital certificate accessible by mobile device whenever they are undertaking authorised functions.

#### **3.4.4 Renewal reminders**

The Authorisations Section will send a reminder notice to the manager of each authorised person approximately ten weeks prior to the person's authorisation anniversary date.

One month prior to the anniversary date, a second reminder must be sent by email.

#### **3.4.5 Authorisation expiry date**

Expiry date will be set 12 months from the date of completion of each training requirement.

Note:

Authorisations have a 4 week (28 day) 'grace period' after the expiry date to allow for scheduling and training availability.

The expiry date is established from the earliest training date submitted.

### 3.5 Authorisation suspension

Authorisation will be suspended 4 weeks (28 days) after the expiry date, if the authorisation renewal requirements are not completed or if any of the following occur:

- Failure to achieve a competent outcome in the Electrical Safety Rules training assessment; or
- Suspension of network authorisation due to an electrical incident; or
- ASP Accreditation - if the expiry date is not updated with a valid registration letter, all authorisations will become non-compliant; or
- Failure to follow relevant company procedures (including other NSW DNSPs).

A person with a suspended (non-compliant) authorisation may only work under the supervision of an authorised person if the following conditions are met:

- The worker has written approval from their line manager;
- A comprehensive risk assessment is completed and available, which includes the presence of the worker who is suspended;
- The required level of supervision (direct, general or broad as specified in section 6.1) is clearly identified and implemented onsite; and
- Any other site, task and/or situation-specific controls are communicated to the entire work party

#### 3.5.1 Temporary Authorisation suspension

Within 24 hours of an incident, the relevant Manager (Head of the Division in consultation with the direct line management team) responsible for the workers involved in any way must:

- assess the circumstances of the incident to such an extent as to determine whether they retain confidence in the competency of the workers involved in the incident, what duties the workers are safe to continue carrying out, and if temporarily suspension is required;
- advise the Public Safety & Authorisations Manager of the outcome of this assessment;
- if the outcome of the assessment is to suspend, then formally request (including a brief outline and reasoning and actions) the Public Safety & Authorisations Manager to suspend the workers nominated network authorisations; and
- advise affected workers, contractors or ASPs of their temporary suspension of network authorisation, pending the outcome of further investigations (letter to be issued by the relevant Head of the Division).

Note: Endeavour Energy share basic factual information reports of all ASP incidents with Ausgrid, Essential Energy and the Office of Energy and Climate Change.

The suspension of network authorisation shall be recorded in Beakon with notes giving details of who requested the authorisation to be suspended, the reason for the suspension and the conditions required to re-instate the authorisation. Notes can be progressively added to the system if required (for example if the network authorisation reinstatement criteria is not determined at the time of suspension these details can be added later).

Following network authorisation suspension, the authorisation digital certificate shall be void for the worker(s) involved and the Manager responsible for the worker shall be notified.

Following suspension, the Manager responsible for the workers involved will develop appropriate plan of action(s) for the network authorisation to be reinstated.

In some cases, this may not occur until after the outcome of an incident investigation is known, and/or to simply confirm that the cause of the incident was not an ESR violation and that those involved are still competent to continue working on the network.

Suspended authorisations will only be reinstated once the plan of action(s) for reinstatement is completed and approved by the Public Safety & Authorisations Manager in consultation with the Head of Health & Safety.

### **3.6 Authorisation cancellation**

A person's authorisation must be cancelled if their authorisation is currently suspended, and their authorisation renewal requirements have not been met within three months of their expiry date.

A person's authorisation may be cancelled by the authorised persons manager following a submission in writing to the Authorisations team detailing the basis for the request, for either of the following reasons:

- the holder of the authorisation is deemed no longer competent to carry out the function; or
- authorisation is no longer required.

Notice of request for cancellation must be made by an employee's Manager or by an appropriately delegated officer of the authorised person's employer or the company's contract owner in the case of an employee of an external company.

Where a person whose authorisation has been cancelled seeks to be re-authorised, they will be subject to all of the requirements of a new application.

### **3.7 Authorisation reporting**

Reports can be generated from Beakon to identify the status of authorisations upon request.

### **3.8 Authorisation process governance**

Amendments to the Authorisation process and any related Authorisation functions will be subject to endorsement from the Electricity Network Safety Management System (ENSMS) Committee considering the need for amendment, the communication and consultation required, the implementation plan and impact on relevant stakeholders.

## 4.0 Emergency situations

In emergency situations (referring only to life threatening situations), the System Operator may request an unauthorised person to conduct authorised functions.

Such requests must only be made once the System Operator is satisfied that an emergency situation exists and that no authorised person is available to attend the emergency within a satisfactory period of time.

The un-authorised person and System Operator must agree that the function to be performed is understood and can be carried out safely.

The person requested to perform the authorised function retains the right to refuse the request if they consider it unsafe to carry out the authorised function.

A record of such requests must be maintained by the System Operator.





## 5.0 TRAINING REQUIREMENTS

### 5.1 Endeavour Energy Technical Training Delivery

Endeavour Energy is a registered training organisation (RTO) that offers qualifications and national unit of competency outcomes such as Cardiopulmonary Resuscitation (CPR), Low Voltage Rescue, First Aid and various rescue training that is required for authorisation. These annual refresher units that are necessary for authorisation may be offered by Endeavour Energy to external candidates for a fee.

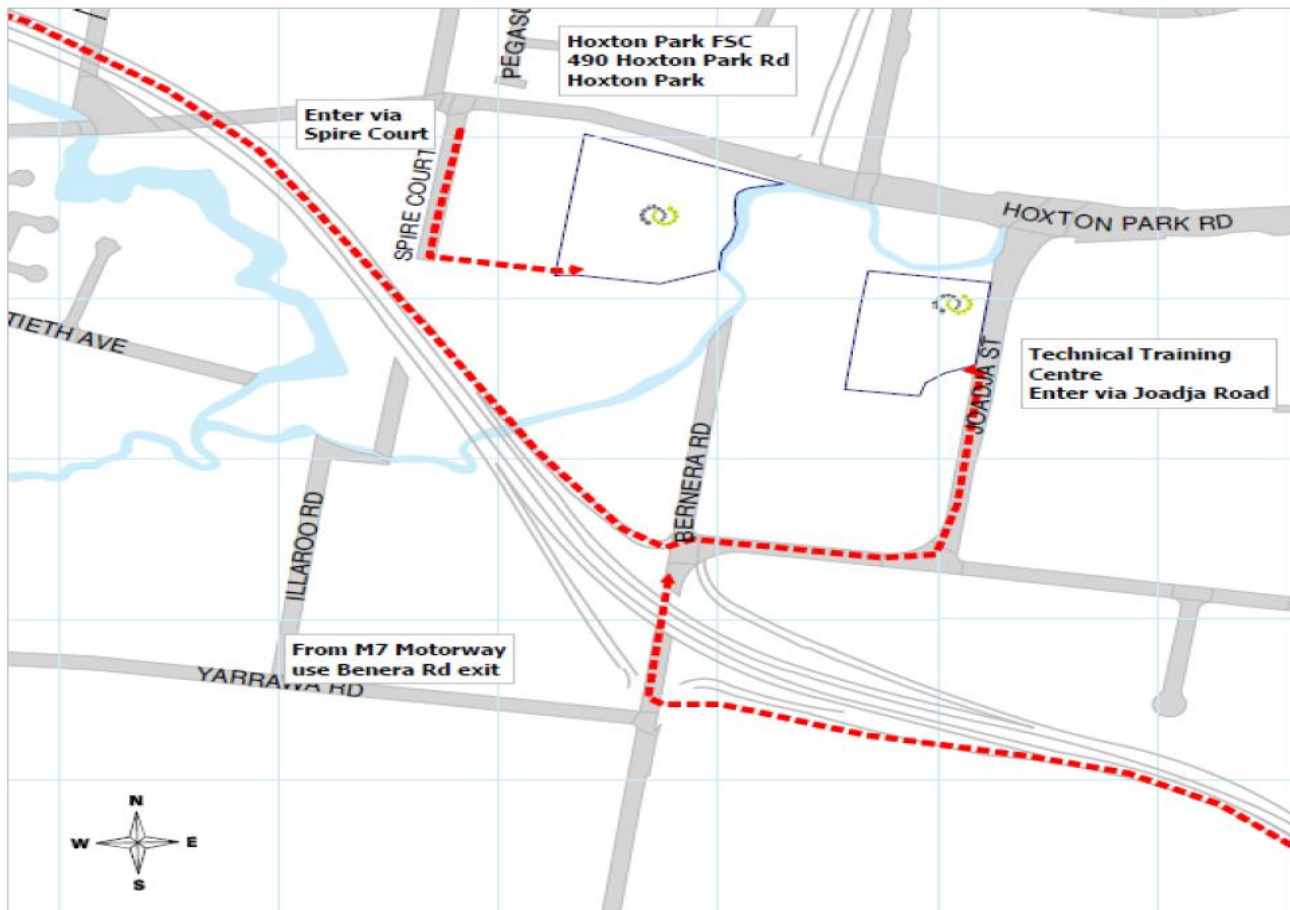
Endeavour Energy also provides specialist training courses, these courses incorporate areas where organisational context is required at a high level and particular subject matter expertise is required. It should be noted that these training courses cannot be delivered by any other provider and are offered by Endeavour Energy. The training courses offered exclusively by Endeavour Energy's Technical Training Delivery Branch include the following:

- Initial Electrical Safety Rules training
- Substation entry training
- Access Authority training
- LV and HV switching training

To schedule your staff for training please visit the corporate website and book in via the Technical Training information page:

<https://www.endeavourenergy.com.au/technicaltraining>

- Email: [technical.training@endeavourenergy.com.au](mailto:technical.training@endeavourenergy.com.au)
- Phone: 9853 7522
- Address: 109 Joadja Road Preston, NSW, 2171



## 5.2 External Registered Training Organisations (RTOs)

Within Schedules 1-11 shown further in this document, certain authorisation functions require national unit of competencies in order to gain the necessary training for authorisation such as CPR, Low Voltage Rescue, First Aid, etc.

This training is more general in nature and in most cases national standards of training are available such as a recognised qualification or unit of competency outcome. There are a range of RTOs that can offer qualifications and national unit of competency outcomes that are required for authorisation.

The units of competency and a list of available training providers can be found at <http://training.gov.au/>. This training largely relates to rescue and resuscitation type requirements within the electricity supply industry under the 'UET - Transmission, Distribution and Rail Sector Training Package' - <https://training.gov.au/Training/Details/UET>

## 5.3 Endeavour Energy Accredited Registered Training Organisations (RTOs)

Endeavour Energy facilitates an arrangement where external training providers are accredited to deliver training as a third party provider to employees of contracted companies (external) to work on or near the company's network.

Specific training is managed through this process where a heavy reliance of industry subject matter expertise is required however; there are no national units of competency available.

At present, Endeavour Energy has non-exclusive arrangements with:

- vegetation management/arboriculture specialists in order to deliver Close Approach Vegetation Control (CAVC) training and assessment
- civil specialists to undertake verification of competency (VoC) assessments on personnel operating powered excavation plant/equipment
- RTOs with capability and experience in the electricity supply industry to deliver ESR refresher training to Accredited Service Providers (Initial ESR may only be delivered by Endeavour Energy)



### 5.3.1 Accredited RTOs (as at Feb 2026)

RTO name		ESR Refresher	CAVC	Excavation VOC
<b>Endeavour Energy</b> 02 9853 7522 <a href="http://www.endeavourenergy.com.au">www.endeavourenergy.com.au</a>		Accredited to deliver		Accredited to deliver
<b>IAC</b> 1300 887 317 <a href="http://www.iacsafetyservices.com.au/">www.iacsafetyservices.com.au/</a>		Accredited to deliver	Accredited to deliver	Accredited to deliver
<b>Pipeline Training Australia</b> (02) 9679 0066 <a href="http://www.pipelinetraining.com.au/">www.pipelinetraining.com.au/</a>		Accredited to deliver		Accredited to deliver
<b>TAFE NSW Energy Training Services</b> 131 601 <a href="https://www.tafensw.edu.au/asp">https://www.tafensw.edu.au/asp</a>		Accredited to deliver		
<b>Enersafe Training</b> (02) 8602 2000 <a href="https://www.enersafe.com.au/">https://www.enersafe.com.au/</a>		Accredited to deliver		
<b>NECA Training</b> (02) 9188 4424 <a href="http://www.necatrainng.com.au">www.necatrainng.com.au</a>		Accredited to deliver		
<b>Aurecon Group</b> (08) 8919 9777 <a href="https://www.aurecongroup.com/">https://www.aurecongroup.com/</a>		Accredited to deliver		
<b>Power Safety Training</b> (07) 3288 8800 <a href="http://www.powersafetytraining.com.au">www.powersafetytraining.com.au</a>		Accredited to deliver	Accredited to deliver	
<b>Interlink Training</b> 1300 731 669 <a href="http://www.interlinktraining.com.au">www.interlinktraining.com.au</a>			Accredited to deliver	
<b>Thoughtplanters</b> +64 9522 8711 <a href="https://www.thoughtplanters.com/">https://www.thoughtplanters.com/</a>		Accredited to deliver	Accredited to deliver	
<b>CTC Safety</b> 02 9979 7888 <a href="http://ctcsafety.com.au/">http://ctcsafety.com.au/</a>		Accredited to deliver		Accredited to deliver
<b>JB Hunter</b> 1800 672 933 <a href="https://www.jbhunter.edu.au/contact/">https://www.jbhunter.edu.au/contact/</a>		Accredited to deliver		
<b>All Onsite Training and Assessment</b> (02) 4206 8378 <a href="https://allonsitetrainingandassessment.com.au/">https://allonsitetrainingandassessment.com.au/</a>				Accredited to deliver
<b>Get Compliance</b> (07) 3053 3186 <a href="https://getcompliance.com.au/">https://getcompliance.com.au/</a>		Accredited to deliver		
<b>Intuitive Training</b> 1300 800 558 <a href="https://www.intuitivetraining.com.au/">https://www.intuitivetraining.com.au/</a>		Accredited to deliver		

## 6.0 REQUIREMENTS FOR SUPERVISION

### 6.1 Supervision

A person who is not authorised to undertake a particular task that requires authorisation under this procedure must only undertake that task where they are under the appropriate level of supervision (as determined by risk assessment) of a person authorised to carry out the function and the authorised person does not have an explicit restriction on the supervision of personnel who are not authorised for that function.

This supervision must be such that the non-authorised person remains under the appropriate level of supervision of the authorised person for the duration of the task requiring authorisation. Numbers of persons to be supervised must be manageable.

The level and pattern of control exercised over a person who does not hold the required authorisation must be identified through risk assessment.

The following categorisations may assist your risk assessment:

- direct supervision – this includes dedicated oversight of all activities performed with the supervising worker remaining in direct visual and audible contact at all times
- general supervision – a situation in which the supervising worker is not constantly reviewing the un-authorised worker but remains in frequent face-to-face contact during the task/s to confirm that they are working within the requirements of the ESRs. The supervising worker must be contactable for assistance or instruction. Required in all cases where the person being supervised is not authorised to work on or near Endeavour Energy's network.
- broad supervision – broad supervision is only suitable for workers who have previously demonstrated an ability to conduct autonomous work. In this situation, the supervising worker need only make occasional face-to-face contact but should continue to provide instruction.

#### 6.1.1 Training

Persons undergoing training to carry out a specific authorised function (including an apprentice or a trainee) may carry out that function without holding the required authorisation provided they are under the appropriate level of supervision (as determined by risk assessment) of a person authorised to carry out the function.

Further information regarding coaching and supervising apprentices or trainees is available at NSW Training Services.

#### 6.1.2 Short term workers or other dispensation

In situations where, because a person will only be working on the company's network for a short time or will only require infrequent access to the network, and in the opinion of the relevant Manager the safety benefits to be achieved from authorisation will be efficiently and equally achieved by other means, then written dispensation from the requirement to be authorised will be granted, subject to the relevant Manager, acknowledging in writing their responsibility for the safety obligation controls of the individuals under supervision in addition to being supported by a detailed risk assessment.

Written evidence of this dispensation must be carried with the unauthorised worker and be able to be presented upon request. The Public Safety & Authorisations Manager must be notified in writing by the relevant Manager granting dispensation of every case where dispensation from the requirements to be authorised has been granted.

#### 6.1.3 Persons with suspended or non-compliant Authorisation

Workers who have been suspended following a breach or incident, are not permitted to carry out work associated with the authorisation function for which they have been suspended.

Workers who have an authorisation with a non-compliant status, may only be used in a restricted capacity on or near the network provided they are under the appropriate level of supervision (as determined by risk assessment assessing task complexity and nature of work) of a person authorised to carry out the function.



## 7.0 ACCESSING THE NETWORK

### 7.1 Requirement to be Authorised

All persons required to work on or near the company's electricity network must be authorised in accordance with the requirements of this manual and Schedules 1 – 11.

Authorisation functions are developed to provide competency assurance for individuals working on or near the network as having the necessary knowledge and/or skills to perform tasks safely. It should be noted that the competency requirements are designed to provide assurance of the ability for an individual to adequately identify, assess and control electrical safety hazards, not to specifically provide assurance for the technical competence for quality of work.

The authorisations framework incorporates various functions that define the competency requirements for performing tasks on or near the network. The authorisations framework additionally hosts specific functions deemed as having a significant impact on network integrity, functions related to high risk tasks or those requiring a high level of ongoing competency management.

All company Managers and contract owners, ASPs, Contractors and other Network Operator line managers are responsible for allowing only appropriately authorised persons to be allocated work on or near the network.

A person required to carry out specific functions on or near the company's electricity network will be required to provide evidence of their competency to carry out such functions before they will be authorised to carry out these functions.



## 7.2 Network Access Authorisation Digital Certificate

In order to provide evidence of appropriate authorisation, a Digital Network Access authorisation certificate must be issued listing the specific functions a person is authorised to carry out.


The functions will be listed (a complete list of authorisation functions is shown further in this document).

Authorisation functions exist within a hierarchy. In some cases, higher level authorisations provide authorisation to carry out other functions. It should be noted that if a higher-level authorisation is held, the lesser level authorisation functions will not be listed on the certificate.


Managers, supervisory personnel, and individuals themselves must confirm the necessary authorisation functions for the task(s) concerned are held and displayed on the certificate.

Sample network access digital certificate show below, this will be sent to your email address, please ensure that the correct email address is provided:

**Network Access Digital Certificate**  
Certificate is not valid if the photo is not visible.  
Please contact Authorisations if there is no photo.



**Name:** Sample Name  
**NASS ID:** 12345  
**Company:** - Endeavour Energy  
**Date Issued:** 20/02/2024



**Authorised Functions**  
The holder of this card may perform the following functions:

- Compliant** - Authority to Enter Private Property - please refer below - EE - Employee
- Compliant** - Access Zone/Transmission Substations (without) restriction - EE - Employee
- Compliant** - Construct & Maintain Distribution Substation Equipment & Connection Work - EE - Employee
- Compliant** - Construct and Maintain OH Mains - Distribution - EE - Employee
- Compliant** - Construct and Maintain UG Mains - Distribution - EE - Employee
- Compliant** - Hold Access Authority for Work (AAW) - EE - Employee
- Compliant** - Install Type 5 and 6 metering - Class 2D (Cat 4) - EE - Employee

**Sample Name** - is authorised to carry out the functions listed on this digital certificate associated with work under the Electrical Safety Rules on or near the Endeavour Energy Electricity network while employed by Endeavour Energy.

This letter should be kept in a safe place as a record of the authorisation issued to you. Also, it is a requirement to notify Endeavour Energy of any change(s) to the particulars of this for the duration of this authorisation.

It is an offence to falsify this document, anyone found amending this document will immediately be suspended from the Endeavour Energy network, and may result in the ASP Scheme being informed.

Jadranka Landeka  
Manager Electrical & Public Safety  
Phone: (02) 9853 6946 or (02) 9853 5043  
Email: [authorisations@endeavourenergy.com.au](mailto:authorisations@endeavourenergy.com.au) (mailto:authorisations@endeavourenergy.com.au)

Authorised persons must provide their date of birth, passport quality recent photo of themselves (jpg or png format) and their legal first and last name.

## 8.0 AUTHORISATION FUNCTIONS

### 8.1 Authorisation hierarchy

The various specific authorisation functions and associated hierarchies are detailed further in this document through Schedules 1 – 11.

Authorisation functions exist in a hierarchical order where more advanced level authorisations include the ability to carry out the work of the authorisation functions below it.

Further information can be found within the scope statements in the schedules further in this document.

#### Example 1:

*A Distribution Network Switcher 3 – DN3 will only have 'Switch DN3' displayed on the authorisation card however; is able to carry out the following additional functions without them specifically being displayed on the card:*

- *Hold Low Voltage Access Authority (LVAA)*
- *Hold Access Authority for Work (AAW)*
- *Install and Remove Working Earths*
- *Install and Remove Operational Earths*
- *Switch DN1(OH)*
- *Switch DN1(UG)*
- *Switch DN2*



#### Example 2:



*A person authorised to Construct and Maintain UG Mains – Distribution will only have 'Construct and Maintain UG Mains – Distribution' however; is also able to carry out the following additional functions without them specifically being displayed on the card:*

- *Disconnect and Reconnect – Class 2A*
- *Work on Underground Service Conductors – Class 2B*

#### Example 3:

*A person authorised to Construct and Maintain OH Mains – Transmission Towers will only have 'Construct and Maintain OH Mains – Transmission Towers however; is also able to carry out the following additional functions without them specifically being displayed on the card:*

- *Disconnect and Reconnect – Class 2A*
- *Work on Overhead Service Conductors – Class 2C*
- *Construct and Maintain OH Mains – Distribution*
- *Construct and Maintain OH Mains – Transmission*





## 8.2 List of authorisation functions

### Schedule 1 – Permit Recipient and Earthing Authorisations



*This schedule applies to persons required to hold an electrical permit and/or apply earthing and short circuiting equipment.*

- *Permits (known as Access Authorities) provide an administrative protocol for electrical apparatus to be isolated and enable work to be carried out on de-energised apparatus. Generally speaking, worksite coordinators/supervisory personnel hold these authorisation functions.*
- *Earthing is an integral step in providing safe access to de-energised HV apparatus under an Access Authority. This is a fundamental component of establishing permit requirements for worksite safety and is an activity that is carried out under the direction of authorised switching officers in order to assist the switching process.*

- Hold Low Voltage Access Authority (LVAA)
- Hold Access Authority for Work (AAW) – Personal Issue
- Hold Access Authority for Work (AAW)
- Hold Access Authority for Test (AAT)
- Cancel and Reissue Access Authorities
- Install and Remove Working Earths
- Install and Remove Operational Earths
- Issue / Cancel Access Authority

### Schedule 2 – Distribution Switching Authorisations

*This schedule applies to persons carrying out switching activities on the distribution network (up to and including 22kV) including overhead conductors and underground cables.*

*These authorisation functions require a high level of technical competence, knowledge of network configurations and understanding of various switchgear operations.*

*Authorised switchers are responsible for issuing Access Authorities to work parties and establishing safe worksite conditions to access de-energised apparatus.*



- Low Voltage Network Switching
- Distribution Network Switching Level 1 (OH) – DN1 (OH)
- Distribution Network Switching Level 1 (UG) – DN1 (UG)
- Distribution Network Switching Level 2 – DN2
- Distribution Network Switching Level 3 – DN3



### Schedule 3 – Transmission Switching Authorisations



*This schedule applies to persons carrying out switching activities on the transmission network (up to and including 132kV).*

*Similar to distribution switching activities, these authorisation functions require the same high level of technical competence, knowledge of network configurations and understanding of various switchgear operations on a more complex scope at much higher voltages.*

*Authorised switchers are responsible for issuing Access Authorities to work parties and establishing safe worksite conditions to access de-energised apparatus.*

- Protection Mandatory Isolations (PMI)
- Transmission Mains Switching - TM
- Transmission Substation Switching (Limited up to 22kV) – TS1A
- Transmission Substation Switching (Limited up to 132kV) – TS2A
- Transmission Substation Switching (Unrestricted up to 22kV) – TS1
- Transmission Substation Switching (Unrestricted up to 132kV) – TS2

### Schedule 4 – System Operator Authorisation

*This schedule applies to persons required to operate Endeavour Energy's network using Supervisory Control and Data Acquisition (SCADA) and associated computerised equipment systems.*

*System Operators oversee all network activity in order to manage system safety, reliability and security.*

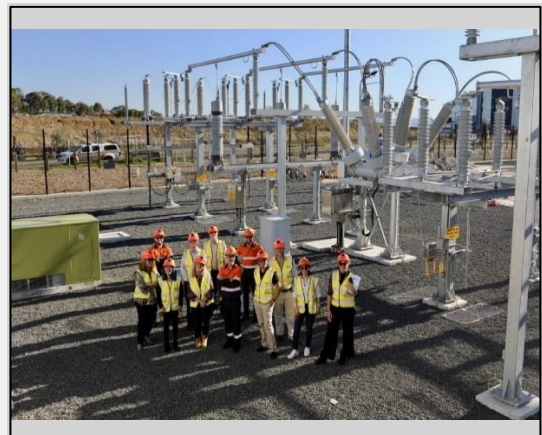
- System Operators (Control Room)
- Requestor authorisations in development

### Schedule 5 – Substation Entry Authorisations

*This schedule applies to the requirements to access/enter electrical substations.*

*These authorisation functions detail the requirements for entry into an electrical station in addition to the competencies/attributes for supervising others within an electrical station.*

*Workers seeking authorisation with the ability to supervise others within an electrical station must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both.*



- Access distribution substations (including low voltage ancillary equipment)
- Access to zone/transmission substations – personal entry only
- Access to zone/transmission substations – Supervise non-invasive work
- Access to zone/transmission substations (without restriction)

## Schedule 6 – Vegetation Management Authorisations



*This schedule applies to the requirements for various techniques in managing vegetation near powerlines.*

*As part of a carefully managed twelve month cycle, we employ the services of trained horticulturalists, arborists and tree trimmers so we can continue to deliver a safe and reliable electricity supply.*

*Included in the schedule are a range of supporting activities that assist the overall vegetation management function and the relevant competencies required for this high risk work environment.*

- Specialised Machinery Operator/Observer
- Ground Vegetation Control
- EWP Operator/Observer
- Within tree (climbing)
- Close Approach Vegetation Control - Ground Vegetation Control
- Close Approach Vegetation Control - EWP Operator/Observer
- Tree Management Activities

## Schedule 7 – Overhead Line and Ground Line Inspection Authorisations

*This schedule applies to the requirements for carrying out inspections of network assets and identifying defective equipment. These authorisations require careful analysis of asset condition in addition to the consideration of the surrounding environmental factors that may impact reliability and performance.*

*Whilst the majority of inspection techniques are limited to visual inspection, some invasive techniques such as drilling are employed to determine the internal structural integrity of timber pole.*

*Groundline inspectors may also carry out preservative chemical treatments to timber poles requiring comprehensive knowledge of safe chemical handling procedures.*



- Carry out Overhead Line Inspection (Carry Out OLI)
- Carry out Overhead Line Inspection and Ground Line Inspection (Carry Out OLI/GLI)
- Carry out Pole-top (EWP) Inspections of Wood Poles



## Schedule 8 – Service and Metering Authorisations



*This schedule applies to the requirements for carrying out low voltage service and metering work including the testing, installation and maintenance of service conductors and associated equipment.*

*The authorisation functions range from work on overhead and/or underground service conductors in addition to the installation of metering equipment in low voltage switchboards.*

*Note: the ability to perform service and metering work is also included within the relevant trade based functions detailed in Schedule 10.*

- Carry out Trade Assistance (Non-Electrically Qualified) – Class 2X
- Disconnect and Reconnect – Class 2A
- Work on underground service conductors – Class 2B
- Work on overhead service conductors – Class 2C
- Energising Service Equipment – Class 2D

## Schedule 9 – Plant and Equipment Authorisations

*This schedule applies to the requirements for operating and/or observing plant and equipment near overhead powerlines and underground cables.*

- *Operate/Observe plant near overhead powerlines details the competency requirements for safe work practices with observers for close approach activities using plant within 3 metres of powerlines.*
- *Observe excavation work near the network details the requirements for the identification and locating of underground services through site inspections and interpretation of relevant plans/drawings.*
- *Carry out excavation work combines the observe excavation requirements in addition to verification of competency that a person carrying out excavation work near underground services can operate plant safely and maintain control over the movement of powered excavation equipment.*

*Note: Some trade based authorisation functions listed in Schedule 10 may include the ability to operate/observe plant near overhead powerlines and/or observe excavation work near the network.*



- Operate or Observe Plant Near Overhead Electrical Apparatus
- Observe Excavation Work Near the Network
- Carry Out Excavation Work Near the Network

## Schedule 10 – Trade Based Authorisations



*This schedule serves as a competency profile for electrical tradespeople carrying out a range of specialist tasks or trade based functions on the network. There are seven streams within this schedule with similar trade groupings in order to provide adequate guidance on competency requirements and scope specifications.*

*The streams include:*

- *non-trade qualified (assistant type roles)*
- *electrical testing and inspection (limited scope for qualified personnel carrying out minor non-construction type activities)*
- *communications technicians (non-electrical network activities limited to work for the purpose of communications equipment only)*
- *transmission technologists (work on primary and secondary network activities)*
- *distribution substation activities (workers constructing and maintaining distribution substations, switchgear and associated equipment)*
- *linework (installation, maintenance and inspection poles, structures and associated hardware used on poles and structures)*
- *cable jointing (laying, installation and maintenance of underground cables and the installation and maintenance of electrical equipment)*

*Note: The trade based functions listed may include limited energised low voltage connection work however; do not include energised overhead linework practices detailed in Schedule 11. Further information in the specific scope requirements in the schedules.*

- |  |
|--|
| • Carry out Non-Electrical Work (Ground)                                     |
| • Carry out Non-Electrical Work (Overhead)                                   |
| • Carry out electrical testing and inspection (Ground)                       |
| • Carry out electrical testing and inspection (Overhead)                     |
| • Inspect and Accept Electricity Network Assets                              |
| • Construct & Maintain Under Ground Mains - Distribution                     |
| • Construct & Maintain Under Ground Mains - Transmission                     |
| • Construct & Maintain Overhead Mains - Distribution                         |
| • Construct & Maintain Overhead Mains - Transmission                         |
| • Construct & Maintain Overhead Mains - Transmission Tower                   |
| • Construct & Maintain Distribution Substation Equipment and Connection Work |
| • Construct, Maintain & Test Secondary Systems                               |
| • Construct, Maintain & Test Primary Systems                                 |



## Schedule 11 – Live Work Authorisations

*This schedule details the competency requirements for all live work including low voltage and high voltage energised work.*

*Low Voltage Live Line Work includes any work involving the:*

- *re-positioning of energised conductors / change of tension or loading to energised conductors including energised cross arm replacements*
- *stringing, augmentation or displacement of energised conductors*
- *re-configuration of bonding arrangements on energised OH conductors including making or breaking shackle points (making/breaking bonds/use of bonding sticks for the purpose of switching is covered within the scope of Low Voltage Network Switching)*
- *energised pole change-overs*

*High Voltage Live Line Work is broken into four streams:*

- *Live Stick HV working techniques up to and including 22kV*
- *Live Stick HV working techniques up to and including 66kV*
- *Live Glove and Barrier HV working techniques up to and including 22kV*
- *Live Glove and Barrier HV working techniques up to and including 33kV*



- Live Low Voltage Work – Ground Based
- Live Low Voltage Work – Overhead
- High Voltage Live Linework (Glove and Barrier up to and including 22kV)
- High Voltage Live Linework (Stick up to and including 22kV)
- High Voltage Live Linework (Glove and Barrier up to and including 33kV)
- High Voltage Live Linework (Stick up to and including 66kV)

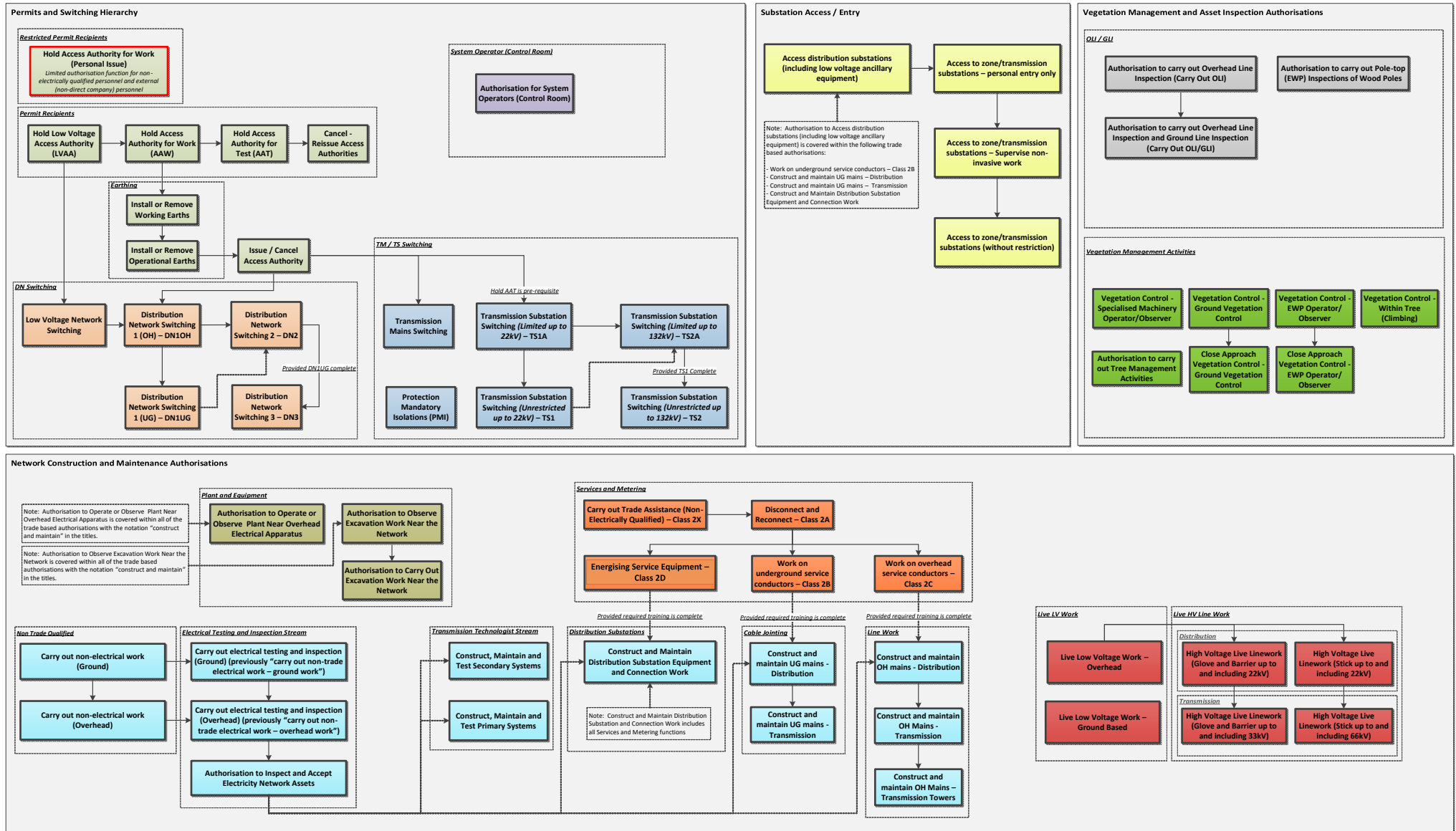
## 8.3 Refresher Training Matrix

\* Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)

X Mandatory requirement

	Endeavour Energy Electrical Safety Rules Training	UETDRMP009 - Provide cardiopulmonary resuscitation	UETDRMP010 - Provide first aid in an ES environment	UETDRMP011 - Perform EWP rescue	UETDRMP012 - Testing of connections to LV electricity networks	UETDRMP013 - Perform rescue from switchyard structures
Hold Low Voltage Access Authority (LVAA)	X	X	X	X		
Hold Access Authority for Work (AAW) – Personal Issue	X	X	X	X		
Hold Access Authority for Work	X	X	X	X		
Hold Access Authority for Test (AAT)	X	X	X	X		
Cancel - Reissue Access Authorities	X	X	X	X		
Install and Remove Working Earths	X	X	X	X	*	X
Install and Remove Operational Earths	X	X	X	X	*	X
Issue / cancel Access Authority	X	X	X	X	*	X
Low Voltage Network Switching	X	X	X	X	*	X
Distribution Network Switching 1 (OH) - DN1	X	X	X	X	*	X
Distribution Network Switching 2 - DN2	X	X	X	X	*	X
Distribution Network Switching 1 (UG) - DN1UG	X	X	X	X	*	X
Distribution Network Switching 3 - DN3	X	X	X	X	*	X
Protection Mandatory Isolations (PMI) (eLearning refresher to be completed)	X	X	X	X		X
Transmission Mains Switching	X	X	X	X	*	X
Transmission Substation Switching (Limited up to 22kV) - TS1A	X	X	X	X	*	X
Transmission Substation Switching (Limited up to 132kV) - TS2A	X	X	X	X	*	X
Transmission Substation Switching (Unrestricted up to 22kV) - TS1	X	X	X	X	*	X
Transmission Substation Switching (Unrestricted up to 132kV) - TS2	X	X	X	X	*	X
System Operators (Control Room)	X					
Access Distribution Substations (including low voltage ancillary equipment)	X	X	X	X		
Access Zone/Transmission Substations - Personal Entry	X	X	X	X		
Access Zone/Transmission Substations - Supervise non-invasive work	X	X	X	X		
Access Zone/Transmission Substations - (without restriction)	X	X	X	X		
Tree Management Activities	X	X	X	X	X	
Vegetation Control - Ground Vegetation Control	X	X	X			
Specialised Machinery Operator/Observer	X	X	X			
Vegetation Control - EWP Operator/Observer	X	X	X	X	X	
Vegetation Control - Within Tree (Climbing) (Perform rescue from within a tree in the vicinity of live electrical apparatus to be completed)	X	X	X			
Close Approach Vegetation Control - Ground Vegetation Control (Company approved CAVC Refresher to be completed)	X	X	X	X	X	
Close Approach Vegetation Control - EWP Operator/Observer (Company approved CAVC Refresher to be completed)	X	X	X	X	X	
Overhead Line Inspection ( OLI)	X	X	X	X		
Overhead Line Inspection and Ground Line Inspection (OLI/GLI)	X	X	X	X		
Pole-Top (EWP) Inspections of Wood Poles	X	X	X	X	X	X
Trade Assistance (non electrically qualified) Class 2x	X	X	X	X		
Disconnect and Reconnect - Class 2A	X	X	X	X		X
Work on Underground Service Conductors - Class 2B	X	X	X	X		X
Work on Overhead Service Conductors - Class 2C	X	X	X	X		X
Energising Service Equipment -including disconnect and reconnect - Class 2D	X	X	X	X		X
Operator or Observe Plant Near Overhead Electrical Apparatus	X	X	X	X		
Observe Excavation Near the Network	X	X	X	X		
Excavation Work Near the Network	X	X	X	X		
Carry out non-electrical work (Ground)	X	X	X	X		
Carry out non-electrical work (Overhead)	X	X	X	X	*	X
Electrical Testing and Inspection (Ground)	X	X	X	X	*	X
Electrical Testing and Inspection (Overhead)	X	X	X	X	*	X
Inspect and Accept Electricity Network Assets	X	X	X	X	*	X
Construct and Maintain Distribution Substation Equipment and Connection Work	X	X	X	X	*	X
Construct and Maintain UG Mains - Distribution	X	X	X	X	*	X
Construct and Maintain UG Mains - Transmission	X	X	X	X	*	X
Construct and Maintain OH Mains - Distribution	X	X	X	X	*	X
Construct and Maintain OH Mains - Transmission	X	X	X	X	*	X
Construct and Maintain OH Mains - Transmission Towers	X	X	X	X	*	X
Construct, Maintain and Test Secondary Systems	X	X	X	X	*	X
Construct, Maintain and Test Primary Systems	X	X	X	X	*	X
Live Low Voltage - Overhead- Based CAT 1	X	X	X	X	*	X
Live Low Voltage - Ground - Based CAT 1	X	X	X	X		
Live Low Voltage - Overhead- Based CAT 2	X	X	X	X	*	X
Live Low Voltage - Ground - Based CAT 2	X	X	X	X		
High Voltage Live Linework (Glove and Barrier up to and including 22kV)	X	X	X	X	*	X
High Voltage Live Linework (Stick up to and including 22kV)	X	X	X	X	*	X
High Voltage Live Linework (Glove and Barrier up to and including 33kV)	X	X	X	X	*	X
High Voltage Live Linework (Stick up to and including 66kV)	X	X	X	X	*	X

## 8.4 Authorisation hierarchy overview



# 8.5 Authorisation Schedule 1 Permit Recipient and Earthing Authorisations

## Permit Recipient and Earthing Authorisation Hierarchy

### Restricted Permit Holder

#### Hold Access Authority for Work (Personal Issue)

Limited authorisation function for non-electrically qualified personnel and external (non-direct company) personnel

- Scope of activities covered by this authorisation:
  - May only accept a LVAA and AAW issued in person (face to face) to the individual
  - Surrender and Temporary Surrender an AAW
- Scope of activities not covered by this authorisation function:
  - Cannot accept a LVAA or AAW left onsite
  - Cannot Transfer AAW
  - Cannot hold AAT
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - Hold Access Authority for Work initial training (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment

#### Special Condition

##### Recognition of Authorisation Functions with other Network Operators

Recognition for authorisation functions may be granted for authorised personnel of other Network Operators where an equivalency has been determined subject to the written approval from the Public Safety & Authorisations Manager.

### Permit Holder

#### Hold Low Voltage Access Authority (LVAA)

- Scope of activities covered by this authorisation:
  - Carry out the role of LVAA holder in accordance with the ESRs
  - Accept a LVAA left onsite
  - Transfer and Surrender the LVAA
- Scope of activities not covered by this authorisation function:
  - Cannot hold AAW or AAT
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - Hold Low Voltage Access Authority Training (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training.
  - Managers must confirm that the authorised person has maintained competence in this task.

#### Hold Access Authority for Work (AAW)

- Scope of activities covered by this authorisation:
  - Carry out the Activities of a person authorised to hold LVAA
  - Accept an AAW issued in person or left at a work site
  - Transfer, Surrender and Temporary Surrender an AAW
- Scope of activities not covered by this authorisation function:
  - Cannot Cancel – Reissue Access Authorities
- Qualification Requirements: An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Authorised to Hold LVAA
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - Hold Access Authority for Work initial training (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training. Managers must confirm that the authorised person has maintained competence in this task

#### Hold Access Authority for Test (AAT)

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to hold AAW
  - Accept an AAT issued in person or left at a work site
  - Transfer, Surrender and Temporary Surrender an AAT
  - Remove and replace earthing apparatus for the purposes of testing
- Scope of activities not covered by this authorisation function:
  - Cannot Cancel – Reissue Access Authorities
- Qualification Requirements: An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Authorised to Hold AAW
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Hold Access Authority for Test initial training (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training. Managers must confirm that the authorised person has maintained competence in this task

#### Cancel - Reissue Access Authorities

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to hold AAT
  - Cancel an AAW, AAT or LVAA and issue a new AAW, AAT or LVAA on the same apparatus, provided the scope of work, special conditions, isolation points and operational earthing at the limits of the AA area do not change and are not compromised
- Scope of activities not covered by this authorisation function:
  - Cannot cancel / reissue AAW, AAT or LVAA for other unrelated work parties
- Qualification Requirements: An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Hold AAT
- Specific Training and Assessment:
  - Cancel and Reissue Access Authority initial training (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Probationary Period:
  - The "trainee issuer" will be required to cancel and reissue at least three Access Authorities, under the supervision of a person authorised to cancel and reissue Access Authorities.
- Final Assessment:
  - Following the probationary period the "trainee issuer" is required to undergo final assessment by an assessor appointed by the company's Technical Training Branch.
- Ongoing Maintenance of Competency:
  - cancel and reissue at least five access authorities during the previous 12 months; or
  - subject to level 4 manager (or higher) approval, have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Technical Training Branch.

### Earthing

#### Install and Remove Working Earths

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to hold AAW
  - Prove de-energised and install / remove working earths on high voltage overhead mains and apparatus which is already under Access Authority conditions
  - Prove low voltage apparatus de-energised and install/remove working protective bonds on low voltage apparatus already under AA or LVAA conditions (both OH and UG)
- Scope of activities not covered by this authorisation function:
  - Cannot install or remove working earths on UG network apparatus
  - Cannot install or remove operational earths
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Authorised to hold AAW
- Specific Training and Assessment:
  - Proving HV de-energised, installing and removing working earths (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform EWP rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (EWP)
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training.
  - Managers must confirm that the authorised person has maintained competence in this task.

#### Install and Remove Operational Earths

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to install and remove working earths
  - Prove high voltage overhead mains and apparatus de-energised
  - Install and remove operational earths on high voltage overhead apparatus (under the instruction of an authorised switcher) as part of the switching process prior to the issue Or after the cancellation of an Access Authority
  - Remove operational earths as part of the switching process associated with the cancellation of an Access Authority
  - Remove operational earths after surrender and prior to cancellation of an Access Authority where an Access Authority has been endorsed for the removal of one or more earths prior to cancellation.
  - Prove low voltage apparatus de-energised and install/remove operational protective bonds on low voltage apparatus (both OH and UG).
- Scope of activities not covered by this authorisation function:
  - Cannot install or remove operational earths on UG network apparatus unless endorsed for removal on the AA
  - Cannot remove operational earthing without prior instruction from the authorised switcher.
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Authorised to install and Remove Working Earths
- Specific Training and Assessment:
  - Proving HV de-energised, installing and removing operational earths (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform EWP rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (EWP)
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training.
  - Managers must confirm that the authorised person has maintained competence in this task.

#### Issue/Cancel Access Authority

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to install and remove operational earths
  - Can follow a switching instruction under the direction of a system operator to prove de-energised, apply operational earthing and issue and/or cancel an Access Authority
- Scope of activities not covered by this authorisation function:
  - Cannot perform switching activities
  - Cannot issue or cancel an Access Authority autonomously without system operator direction
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCOHS1001 – NSW white card or equivalent)
  - Authorised to Install and Remove Operational Earths
- Specific Training and Assessment:
  - Issuing and Cancelling Access Authorities (internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform EWP rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (EWP)
- Ongoing Maintenance of Competency:
  - Where the authorised person regularly carried out activities covered by this authorisation throughout the year, there will be no requirement for additional refresher training.
  - Managers must confirm that the authorised person has maintained competence in this task.



# 8.6 Authorisation Schedule 2 Distribution Switching Authorisations

## Distribution Switching Authorisation Hierarchy

### Switching Non-Network Systems is not applicable and does not require authorisation

Non-network systems include:

- LV supply to Substation Voltage Transformers
- auxiliary 230/400 Volt station systems (fans, pumps, motor supplies, etc)
- 230/400 Volt station supply (lights, power, etc)
- Audio Frequency Injection Call (AFIC) 230/400 Volt supply systems
- LV service and metering work beyond the connection point
- non-electrical sources of energy

	Issue AA to Work Party	Issue AA to other crews or contractors	Issue AAW on OH	Issue AAW on UG	Commissioning OH	Commissioning UG	HV Phasing OH	HV Phasing UG	Fault Finding and Try Back OH	Fault Finding and Try Back UG	HV Parallel OH	HV Parallel UG	Issue AAT OH	Issue AAT UG	Issue OA OH	Issue OA UG	Cross reference AA's and folders	Regulator By pass and isolation point	Set Reclosers to N/A
DN1OH	YES	NO	YES	NO	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO	YES
DN1UG	YES	NO	YES	YES	YES	NO	NO	NO	YES	NO	NO	NO	YES	NO	NO	NO	NO	YES	YES
DN2	YES	YES	YES	YES	YES	NO	YES	NO	YES	NO	YES	NO	YES	YES	YES	YES	YES	YES	YES
DN3	YES	YES	YES	YES	YES	YES	YES	NO	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

### Low Voltage Network Switching

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to hold LVAA
  - Open and close LV switches on the LV primary network including LV Public Lighting systems and equipment (such as LV network mains, services and apparatus, etc.)
  - Open and close switching devices on LV network supply (external street supply) to the zone or transmission substation up to the LV detection and changeover isolation relay (Authorisation to enter Zone/Transmission Substations required)
  - Break/make bond/apply bonding sticks for LV primary network isolations and parallels
  - Operate temporary LV links installed on the LV or primary network links
  - Operate generators and associated switching activities
  - Provide low voltage apparatus de-energised
  - Apply low voltage protective bonds
  - Issue LVAA, including self-issue
  - Issue AAT/AAW (on and for LV mains and apparatus only)
  - Issue and receive Operating Agreements applicable for LV apparatus only
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
  - Authorised to hold LVAA
  - Access distribution substations (including low voltage ancillary equipment)
- Specific Training and Assessment:
  - UFTD05018 - Perform low voltage field switching operation to a given schedule (or internal equivalent LV switching course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue
  - Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Managers confirm applicants gain sufficient exposure to LV switching activities with an appropriate level of complexity (including the issuing of an LVAA), under the direct supervision of a person authorised to carry out low voltage switching prior to the final assessment requirements
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial LV Switching course
- Ongoing Maintenance of Competency:
  - Managers confirm applicants maintain sufficient exposure to LV switching activities with an appropriate level of complexity during the previous 12 months. This may be undertaken through a variety of means such as, but not limited to: having a comprehensive oversight over work schedules/programs, regular work parties and on-site interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent third party reference from a previous supervisor, etc.
  - Alternatively, undertake one assessment during the previous 12 months by an Assessor appointed by the company's Technical Training Branch

### Distribution Network Switching 1 (OH) – DN1OH

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to carry out Low Voltage Switching
  - Operate OH distribution switchgear on a section of radial feed (natural or created spur) up to and including 22kV following a written SP or under the instruction of a System Operator to issue an AAW to own work party only
  - Operate OH switchgear associated with UG cables (direct connect 1's and UG under crossings, including Padmount substations on natural spurs where HV switchgear is not being operated within the padmount)
  - Provide OH conductors de-energised and apply OH earthing apparatus
  - Commission OH equipment
  - Operate reclosers and apply network protection suppression settings on reclosers – enable / disable SEF, auto-reclose and 'Live Line' setting under the direction of the System Operator
  - Use low line cutters to cut HV leads in accordance with Division Workplace Instruction WNW 1043 – Use of Live Line Cutters by Authorised Switching employees
  - Complete DN1OH F&E switching
- Scope of activities not covered by this authorisation function:
  - Cannot issue AAW or AAT to other work crews including contractors
  - Cannot issue AAW or AAT on the network involving UG switchgear, isolation points or earthing
  - Cannot operate or apply test equipment to UG switchgear
  - Cannot operate a regulator or switchgear on the same structure associated with a regulator
  - Cannot issue or cancel an AA associated with transmission isolations or earthing
  - Cannot parallel parts of the HV network, conduct HV phasing or adjust protection relays/control systems
  - Cannot issue or receive HV Operating Agreements
  - Cannot cross reference HV switching folders
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
  - Authorised to hold LVAA
  - Authorised to Switch Network LV
  - Authorised to hold AAW
  - Authorised to install and Remove Operational Earths (either held prior or gained through DN1 specific training)
- Specific Training and Assessment:
  - DN1 (OH) Switchers (Internal non-accredited course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue
  - Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Required to undertake at least ten SPs relating to the DN1 (OH) switching tasks under the direct supervision of an authorised switcher of at least DN1 (OH) level
  - Complete DN1 (OH) Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial DN1 (OH) course
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to DN1 (OH) switching, or
  - Subject to level 4 manager (or higher), have undergone One assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

### Distribution Network Switching 2 – DN2

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to carry out DN1(OH)
  - Carry out additional OH switching tasks including:
    - Operate regulators and associated switchgear
    - Make and break parallels on the OH HV network (up to 22kV) and conduct OH HV phasing
    - Issue and receive HV Operating Agreements applicable for OH apparatus only
    - Cross reference HV AA's on the OH and UG
    - Issue AAW and AAT to Contractors and ASPs
    - Hold AAT
  - Complete DN2 Fault & Emergency switching
- Scope of activities not covered by this authorisation function:
  - Cannot issue an AAW or AAT with equipment or earthing associated with the transmission network
  - Cannot issue AAW or AAT on the network involving UG switchgear, isolation points or earthing
  - Cannot operate or apply test equipment to UG switchgear
  - Cannot adjust protection relay/control systems
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
  - DN1 (OH)
- Specific Training and Assessment:
  - DN2 Switchers (Internal non-accredited course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue
  - Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Required to undertake at least ten SPs relating to the DN2 switching tasks under the direct supervision of an authorised switcher of at least DN2 level
  - Complete DN2 Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial DN2 course
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to DN2 Switching (this will also satisfy the maintenance of competency for DN1OH as it is hierarchically superior), or
  - Subject to level 4 manager (or higher), have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

Provided DN1UG Complete

### Distribution Network Switching 1 (UG) – DN1UG

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to carry out DN1(OH)
  - Operate UG distribution switches on a section of radial feed (natural and created spur) up to and including 22kV following a written SP or under the instruction of a System Operator to issue an AAW to own work party only
  - Provide UG cables de-energised, apply UG earthing apparatus and commission OH equipment only
- Scope of activities not covered by this authorisation function:
  - No unplanned switching, fault finding or 'try back' switching on the UG network
  - Cannot operate or apply testing/earthing equipment to transmission equipment
  - Cannot issue AAW or AAT to other work crews including contractors
  - Cannot issue AAT on UG to any group
  - Cannot commission UG equipment
  - Cannot operate a regulator or switchgear on the same structure associated with a regulator
  - Cannot issue or cancel an AA associated with transmission isolations or earthing
  - Cannot parallel parts of the HV network, conduct HV phasing or adjust protection relays/control systems
  - Cannot issue or receive HV Operating Agreements or cross reference HV AA's
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
  - DN1 (OH)
  - Access distribution substations (including low voltage ancillary equipment)
  - Authorised to access to zone/transmission substations (without restriction)
- Specific Training and Assessment:
  - DN1 (UG) Switchers (Internal non-accredited course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue
  - Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Required to undertake at least ten SPs relating to the DN1 (UG) switching tasks under the direct supervision of an authorised switcher of at least DN1 (UG) level
  - Complete DN1 (UG) Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial DN1 (UG) course
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to DN1 (UG) switching (this will also satisfy the maintenance of competency for DN1OH as it is hierarchically superior), or
  - Subject to level 4 manager (or higher), have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

### Distribution Network Switching 3 – DN3

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised to carry out DN2UG and DN2
  - Carry out additional UG switching tasks:
    - Make and break parallels on the UG network (up to 22kV) and conduct UG HV phasing
    - Issue and receive HV Operating Agreements applicable for UG apparatus
    - Cross reference HV AA's on the UG
    - Issue AAW and AAT to Contractors and ASPs
    - Complete DN3 Fault & Emergency switching
    - Commission UG distribution equipment
  - Verify the configuration of zone substation and transmission feeders (ie position of switches and/or earthing devices) associated with a DBR for the purpose of work on the distribution network (this type of activity must be carried out in conjunction between a DN3 switcher and a TSS switcher or individual who holds both authorisation levels)
- Scope of activities not covered by this authorisation function:
  - Cannot issue or cancel an AAT for the purpose of work on the transmission network
  - Cannot operate or apply testing/earthing equipment to zone substation equipment
  - Cannot adjust protection relay/control systems
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
  - DN1 (UG)
  - DN2
  - Access distribution substations (including low voltage ancillary equipment)
- Specific Training and Assessment:
  - DN3 Switchers (Internal non-accredited course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue
  - Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Required to undertake at least ten SPs relating to the DN3 switching tasks under the direct supervision of an authorised switcher of at least DN3 level
  - Complete DN3 Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial DN3 course
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to DN3 switching (this will also satisfy the maintenance of competency for DN2 and DN1UG as it is hierarchically superior), or
  - Subject to level 4 manager (or higher), have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

# 8.7 Authorisation Schedule 3 Transmission Switching Authorisations

## Transmission Switching Authorisation Hierarchy

	Carry out PMI	Issue AAW to Work Party	Issue AAW to other crews or contractors	Switch Substation & Switching Station Line Isolator and associated VT only	Issue AAW on OH Transmission Mains	Issue AAW on OH Distribution Mains associated with transmission mains work	Switch Substation & Switching Station (other than Line Isolator and associated VT only)	Issue AAW on 11/22kV Substation & Switching Station Equipment	Issue AAW on 33/66/132kV Substation & Switching Station Equipment	Issue AAW and AAT on Distribution Mains (other than Reclosers and Regulators and Distributions Mains associated with Transmission work)	Field Reclosers Protection Control change	Switch and Issue AAW on Distribution Regulators & Reclosers	Issue Substation CB maintenance AAW and AAT	Issue AAW for access to cable chambers/prove de-energised	Commission Transmission OH mains	Commission Transmission Substation equipment	Fault Finding and Try Back on OH Transmission mains	Fault Finding and Try Back on Substation & Switching Station Equipment	Distribution HV switching and parallel of OH & UG	Cross Reference AA's and folders	Issue OA on Transmission OH mains	Issue OA on Transmission Substation Equipment
TM	NO	YES	NO	YES	YES	YES	NO		NO	NO	YES		NO	NO	NO	NO	YES	NO	NO	YES	YES	YES
TS1A	YES	YES		YES	NO	NO	YES	YES	NO	NO	YES	YES	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO
TS2A	YES	YES		YES	NO	NO	YES	YES	NO	NO	YES	YES	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO
TS1	YES	YES		YES	NO	NO	YES	YES	NO	NO	YES	YES	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO
TS2	YES	YES		YES	NO	NO	YES	YES	NO	NO	YES	YES	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO

### Transmission Mains Switching

- Scope of activities covered by this authorisation:
  - Operate Overhead transmission field switches and outdoor line isolators within substations up to including 132kV following a written SP or under instruction of a System Operator
  - Check open outdoor circuit breakers
  - Isolate VTs
  - Operate 33kV field reclosers
  - Issue/Cancel AAW or AAT to own work party for work on transmission OH mains (including distribution OH mains for the purpose of clearance not work)
  - Prove de-energised and apply overhead earthing apparatus including outdoor line earth switches
  - Commission OH transmission equipment, issue or Receive Operating Agreements on overhead transmission equipment only
- Scope of activities not covered by this authorisation function:
  - TM switcher can not issue AAW or AAT to other work crews including contractors
  - Cannot operate any equipment on the supply side of the line isolator in the substations
  - Cannot issue AAW or AAT inside TS2S (bending span)
  - Cannot issue AAW or AAT on distribution network other than for the purpose of applying earths on the transmission network for clearance on joint used poles as part of an erection AAW (unless DNS or DNS switching authorisation is held)
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
  - Authorised to Hold AAW
  - DNIOH theory and practical (to satisfy underpinning knowledge, not for the purpose of authorisation)
  - Authorised to enter to zone/transmission substations (without restriction)
- Specific Training and Assessment:
  - Transmission Mains Switching Initial Training (Internal non-accrued course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Probationary Period:
  - Required to undertake at least ten SPs containing TM Switching, under the direct supervision of a person authorised to carry out at least TM Switching
- Final Assessment:
  - Complete TM Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Ongoing Maintenance of Competency:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial TM course

### Protection Mandatory Isolations (PMI)

- Scope of activities covered by this authorisation:
  - Isolate/Restore or cut protection as required and undertake protection mandatory isolations
- Scope of activities not covered by this authorisation function:
  - Cannot carry out switching activities on primary system network apparatus
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
  - Authorised to Access to zone/transmission substations (without restriction)
- Specific Training and Assessment:
  - Authorised Protection Isolations Course (Internal non-accrued course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Testing of connections to low voltage electricity networks
- Probationary Period / Final Assessment:
  - Must perform at least 3 protection mandatory isolations and 3 restorations under direct supervision of a person authorised to undertake protection mandatory isolations
- Ongoing Maintenance of Competency:
  - Required to undertake at least 3 protection mandatory isolations during the previous 12 months
  - Complete annual refresher e-learning training 'PMI 001'

### Transmission Substation Switching (Limited up to 22kV) – TS1A

- Scope of activities covered by this authorisation:
  - Operate substation equipment (including VTs and auxiliary equipment) up to and including 22kV following a written SP or under instruction from the System Operator
  - Issue an AAW or AAT to own work party
  - Operate field reclosers and regulators (including by-passing, prove de-energised and apply earthing apparatus, and issue AAW or AAT
  - Undertake PMI
- Scope of activities not covered by this authorisation function:
  - TS1A switchers can not issue AAW or AAT to other work crews including contractors
  - Cannot issue/cancel AAW or AAT for the purpose for work on the distribution equipment
  - Cannot operate or earth the distribution network (either OH or UG including auxiliary bars)
  - Cannot provide access to cable chambers (prove de-energised)
  - Cannot act as the commissioning officer for commissioning new equipment
  - Cannot carry out fault finding involving the operation of equipment and 'tryback'
  - Cannot issue OA's or Cross reference switching folders
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
  - Authorised to Hold AAW and AAT
  - Authorised to access to zone/transmission substations (without restriction)
- Specific Training and Assessment:
  - DN1 (OH) Switchers (Internal non-accrued course) (Theory Component only) (Subject to level 4 manager (or higher) approval)
  - DN2 Switchers (Internal non-accrued course) (Theory Component only) (Subject to level 4 manager (or higher) approval)
  - DN3 Switchers (Internal non-accrued course) (Theory Component only) (Subject to level 4 manager (or higher) approval)
  - Transmission Substation Switching Level 1 (TS1 A) (Internal non-accrued course) (Subject to level 4 manager (or higher) approval)
  - Authorised Protection Isolation Course (Internal non-accrued course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Probationary Period:
  - Required to undertake at least ten SPs relating to TS1A switching tasks under the direct supervision of an authorised switcher of at least TS1A level
- Final Assessment:
  - Complete TS1A Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Ongoing Maintenance of Competency:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial TS1 course

### Transmission Substation Switching (Unrestricted up to 22kV) – TS1

- Scope of activities covered by this authorisation:
  - Carry out the activities of a person authorised in TS1A
  - Provide access to cable chambers (prove de-energised)
  - Commission new equipment
  - Complete Fault & Emergency switching
  - Issue Operating Agreements
  - Cross reference switching folders
  - Operate and apply earthing equipment to distribution network apparatus and conduct phasing (including make / break parallels and perform isolations on the OH and UG for the purpose of work/test on the transmission network)
  - Issue AAW or AAT following a written SP to Contractors and ASPs
- Scope of activities not covered by this authorisation function:
  - TS1 switchers can not operate equipment above 22kV
  - Cannot issue/cancel AAW or AAT for the purpose of work/test on the distribution network
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Initial training already completed as part of TS1A
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Probationary Period:
  - Required to undertake at least ten SPs relating to TS1 switching tasks under the direct supervision of an authorised switcher of at least TS1 level
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to TS1 switching (this will also satisfy the maintenance of competency for TS1A as it is hierarchically superior); or
  - Subject to level 4 manager (or higher), have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

### Transmission Substation Switching (Limited up to 132kV) – TS2A

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to carry out TS1A Switching
  - Operate substation equipment (including VTs and auxiliary equipment) up to and including 132kV following a written SP to issue an AAW or AAT to own work party
- Scope of activities not covered by this authorisation function:
  - TS2A switchers can not issue AAW or AAT to other work crews including contractors
  - Cannot issue/cancel AAW or AAT for the purpose for work on the distribution equipment
  - Cannot operate or earth the distribution network (either OH or UG including auxiliary bars)
  - Cannot provide access to cable chambers (prove de-energised)
  - Cannot act as the commissioning officer for commissioning new equipment
  - Cannot carry out fault finding involving the operation of equipment and 'tryback'
  - Cannot issue OA's or Cross reference switching folders
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Transmission Substation Switching Level 2 (TS2 A) initial training (Internal non-accrued course) (Subject to level 4 manager (or higher) approval)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Probationary Period:
  - Required to undertake at least ten SPs relating to TS2A switching tasks under the direct supervision of an authorised switcher of at least TS2A level
- Final Assessment:
  - Complete TS2A Progression Workbook (to be submitted along with authorisation application for assessment from the Electrical and Public Safety Team)
- Ongoing Maintenance of Competency:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch within 12 months on completion of the initial TS2 course

### Transmission Substation Switching (Unrestricted up to 132kV) – TS2

- Scope of activities covered by this authorisation:
  - Unlimited zone and transmission switching on the transmission network up to and including 132kV (including the duties of person authorised to carry out TS1) following a written SP or under the instruction of the System Operator to issue an AAW or AAT (including the scope of activities of a person authorised in TS2A)
  - Provide access to cable chambers (prove de-energised)
  - Commission new equipment
  - Complete Fault & Emergency switching
  - Issue Operating Agreements
  - Cross reference switching folders
  - Issue AAW or AAT following a written SP to Contractors and ASPs
- Scope of activities not covered by this authorisation function:
  - Cannot issue/cancel AAW or AAT for the purpose of work/test on the distribution network
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCDCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Initial training already completed as part of TS1A and TS2A
- Initial Training and ongoing Annual Refresher Assessment:
  - Endavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Perform first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Probationary Period:
  - Required to undertake at least ten SPs relating to TS2 switching tasks under the direct supervision of an authorised switcher of at least TS2 level
- Final Assessment:
  - 2 competency assessments by a Cert IV Assessor authorised at or above the level being assessed
  - 1 final assessment by an Assessor appointed by the company's Training Delivery Branch
- Ongoing Maintenance of Competency:
  - Candidate must have evidence of at least 10 switching activities (such as assisting with the disconnection or reconnection, coordinating switching activities or proving de-energised and applying earthing apparatus with at least 5 occasions as the person responsible for the issuing of an AA) during the previous 12 months relating to TS2 switching (this will also satisfy the maintenance of competency for TS1 as it is hierarchically superior); or
  - Subject to level 4 manager (or higher), have undergone one assessment during the previous 12 months by an Assessor appointed by the company's Training Delivery Branch

TS1 must be completed

## 8.8 Authorisation Schedule 4 System Operator Authorisation

### Authorisation for Network Requesting

- Scope of activities covered by this authorisation:
  - Isolation and Access Authority / Operating Agreement requirements for construction and maintenance including minor and major overhaul of network assets and associated apparatus;
  - Commissioning and De-Commissioning activities for High Voltage, Low Voltage, Secondary Systems and all associated electrical equipment including AC and DC systems;
  - Changing the state of the network through switching devices, temporary bonding or temporary earthing;
  - High Voltage testing activities for network assets and associated apparatus;
  - Network protection suppression settings for HV Live Line activities;
  - Carrying out protection re-mapping activities on reclosers (all voltages);
  - Access and clearance for Live LV activities;
  - Installation and removal of mobile generators and equipment for LV supply; and
  - Notification of customers for planned works
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Electrical Safety Rules Training
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Initial Training and Assessment:
  - Initial Requestor Training (internal enterprise training)
- Probationary Period:
  - Complete the competency-based assessment throughout the Requestor Training;
  - The relevant Manager must confirm the on-the-job experience has enabled adequate time and complexity of tasks for individuals applying to carry out the duties of a requestor to have developed sufficient skills and knowledge to carry out those duties competently and safely; and
  - The Network Control Delivery Team will check the competency of the requestor by assessing their network access requests to the relevant procedures.
- Ongoing Refresher Training and Assessment:
  - Electrical Safety Rules Refresher Training
  - Annual E-Learning Refresher Training
- Ongoing Maintenance of Competency:
  - Mandatory annual E-learning for requestor refresher training;
  - Network Access Requests shall be assessed to the Electrical Safety Rules and System Control protocols by the Network Control Delivery Team.
    - Where the requests are non-compliant in relation to the Electrical Safety Rules greater than 3 times, the relevant manager of the requestor shall arrange for the Network Access Request to be sent through to the Network Control Specialist in Training from their branch, or an experienced requestor, first as a peer review for coaching opportunities;
  - To regain authorisation a Requestor is required to have 10 Work Requests reviewed by a Network Control Specialist in Training from their branch, or an experienced requestor, without rejection; and
  - The relevant Manager must provide sufficient exposure to allow the fill in requestor's time to perform requesting duties.

### Authorisation for System Operators (Control Room)

- Scope of activities covered by this authorisation:
  - Operate an Area Control Desk within the Control Room;
  - Use Supervisory Control and Data Acquisition (SCADA) and associated computerised equipment systems.
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Training in the requirements of System Control Branch Procedure NCB – Control Room Training procedures
- Initial Training and Assessment:
  - Electrical Safety Rules Training
- Probationary Period:
  - The Control Room Manager must confirm the training program and 'on the job' experience has enabled adequate time and complexity of tasks for individuals applying to carry out the duties of a System Operator to have developed sufficient skills and knowledge to carry out those duties competently and safely.
- Ongoing Refresher Training and Assessment:
  - Electrical Safety Rules Refresher Training
- Ongoing Maintenance of Competency:
  - The Control Room Manager is required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

## 8.9 Authorisation Schedule 5 Substation Entry Authorisations

### Distribution Substation Access

#### Access distribution substations (including low voltage ancillary equipment)

- Scope of activities covered by this authorisation:
  - Access the company's Low Voltage (LV) ancillary equipment, padmount, ground mount and indoor distribution substations, and distribution switching stations in accordance with the Electrical Safety Rules
  - Supervise others accessing distribution substations and low voltage ancillary equipment only
- Scope of activities not covered by this authorisation function:
  - Cannot enter a zone/transmission substation without supervision
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent).
- Specific Training and Assessment:
  - An applicant must provide evidence of successful completion of the company's Distribution Substation Entry course (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment

### Zone/Transmission Substation Entry

#### Access to zone/transmission substations – personal entry only

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Access distribution substations (including low voltage ancillary equipment); in addition to
  - Access zone or transmission substations and transmission switching stations in accordance with the Electrical Safety Rules
- Scope of activities not covered by this authorisation function:
  - Cannot supervise others in a zone or transmission substation or switching station
- Qualification Requirements:
  - Internal Employee: Nil / External Employee: Hold a trade level qualification (Certificate III or equivalent) in the manufacturing industry, building and construction industry, energy industry, communications industry or equivalent.
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent).
- Specific Training and Assessment:
  - An applicant must provide evidence of successful completion of the company's Substation Entry course (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment

#### Access to zone/transmission substations – Supervise non-invasive work

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Access distribution substations (including low voltage ancillary equipment); in addition to
  - Access zone or transmission substations and transmission switching stations in accordance with the Electrical Safety Rules
  - Supervise non-invasive work in a zone or transmission substation or switching station limited to the following:
    - Visual inspection of station equipment
    - Work on disconnected apparatus within an electrical station
    - Civil maintenance/construction activities such as fire systems, non-network electrical systems (lights/power) waste services, property maintenance, building services/repairs, etc.
- Note: Any worksite demarcated from primary and/or secondary systems with physical barriers or exclusion zones may be deemed as non-invasive.
- Scope of activities not covered by this authorisation function:
  - Cannot supervise any work within an electrical station involving the construction, maintenance and testing of primary and/or secondary systems
- Qualification/Experience Requirements:
  - Internal Employee: Nil / External Employee: Hold a trade level qualification (Certificate III or equivalent) in the manufacturing industry, building and construction industry, energy industry, communications industry or equivalent.
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Be employed in a role that requires the ability to supervise non-invasive Work; and
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - An applicant must provide evidence of successful completion of the company's Substation Entry course (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment

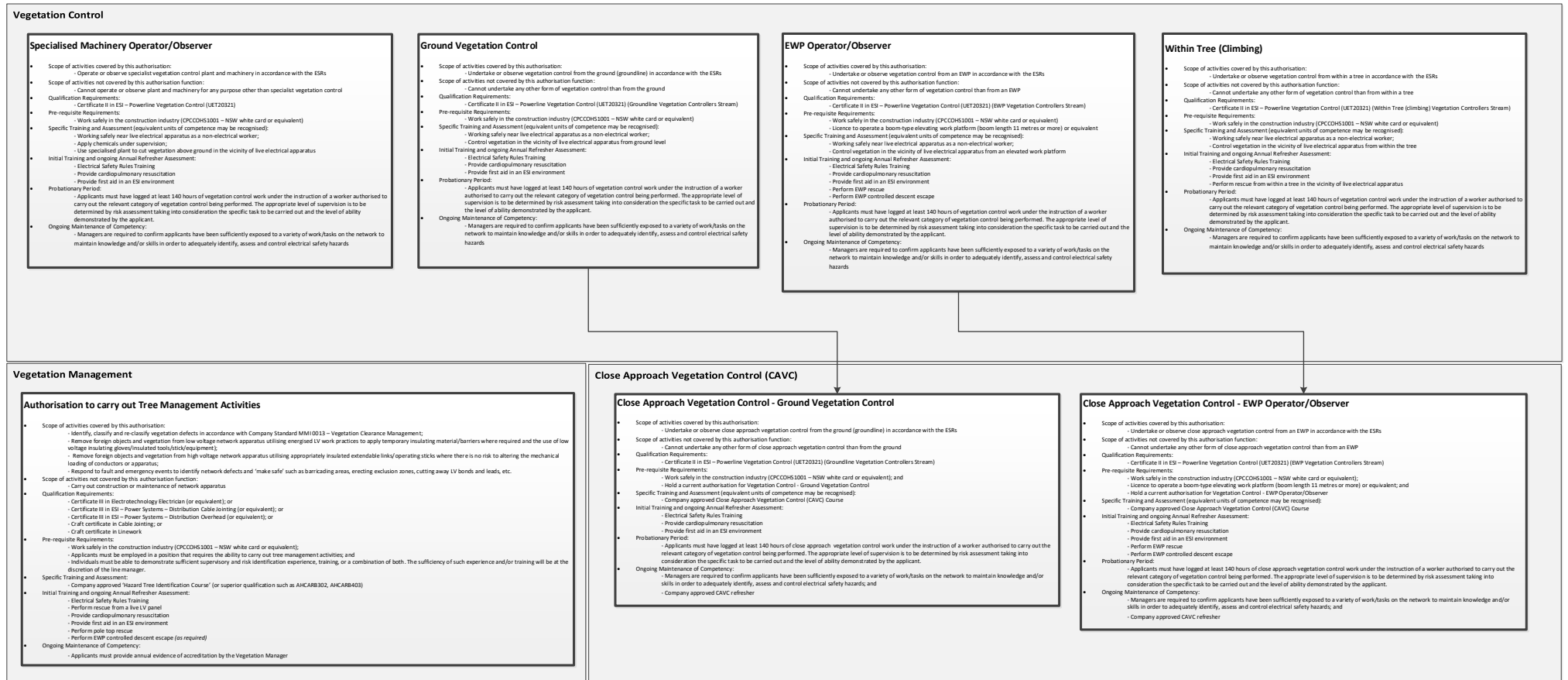
#### Access to zone/transmission substations (without restriction)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Access distribution substations (including low voltage ancillary equipment); in addition to
  - Access and supervise any work activity in zone or transmission substations and transmission switching stations in accordance with the Electrical Safety Rules
- Qualification/Experience Requirements:
  - An Electrical qualification (Certificate III or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - An applicant must provide evidence of successful completion of the company's Substation Entry course (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment



# 8.10 Authorisation Schedule 6 Vegetation Management Authorisations

## Vegetation Authorisation Hierarchy



## 8.11 Authorisation Schedule 7 Overhead Line and Ground Line Inspection Authorisations

### OLI/GLI Inspection (Non-electrically qualified ground based inspections)

#### Authorisation to carry out Overhead Line Inspection (Carry Out OLI)

- Scope of activities covered by this authorisation:
  - Carry out overhead line inspections in a field based environment; and
  - Classify and/or reclassify defects on the company's overhead network in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures.
- Scope of activities not covered by this authorisation function:
  - Cannot classify and/or reclassify ground line defects on the company's poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures;
  - Cannot carry out pole-top inspections of wood poles from an elevated work platform in accordance with the requirements of MMI 0001 – Pole and Line Inspection and Treatment procedures; and
  - Cannot classify and/or reclassify pole top defects on the company's wooden poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures.
- Qualification Requirements:
  - UET20621 - Certificate II in ESI - Asset Inspection and Testing (or equivalent)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Formal Instruction:
  - Initial Instruction in the requirements of Company Standard MMI 0001 – Pole and Line Inspection and Treatment Procedures; and
  - Initial Instruction in the requirements of Company Standard MMI 0034 – Pre-Summer Bushfire Inspections
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Applicants must provide annual evidence of accreditation signed by the OLI/GLI Manager specifically endorsing they have:
    - Been formally briefed on any relevant changes or amendments to company standards/procedures
    - Maintained the necessary quality of inspection and satisfied all relevant audit criteria to the satisfaction of the OLI/GLI Manager



#### Authorisation to carry out Overhead Line Inspection and Ground Line Inspection (Carry Out OLI/GLI)

- Scope of activities covered by this authorisation:
  - Classify and/or reclassify defects on the company's overhead network in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures; and
  - Classify and/or reclassify ground line defects on the company's poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out pole-top inspections of wood poles from an elevated work platform in accordance with the requirements of MMI 0001 – Pole and Line Inspection and Treatment procedures; and
  - Cannot classify and/or reclassify pole top defects on the company's wooden poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures.
- Qualification Requirements:
  - UET20621 - Certificate II in ESI - Asset Inspection and Testing (or equivalent)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Formal Instruction:
  - Initial Instruction in the requirements of Company Standard MMI 0001 – Pole and Line Inspection and Treatment Procedures; and
  - Initial Instruction in the requirements of Company Standard MMI 0034 – Pre-Summer Bushfire Inspections
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Probationary Period:
  - Work under the direct supervision of a person authorised to carry out Overhead Line Inspection and Ground Line Inspection (Carry Out OLI/GLI) and complete a log book detailing OLI/GLI inspections across a range of network apparatus to the satisfaction of the OLI/GLI Manager
- Ongoing Maintenance of Competency:
  - Applicants must provide annual evidence of accreditation signed by the OLI/GLI Manager specifically endorsing they have:
    - Been formally briefed on any relevant changes or amendments to company standards/procedures
    - Maintained the necessary quality of inspection and satisfied all relevant audit criteria to the satisfaction of the OLI/GLI Manager

### Pole Top Inspection (Electrically qualified specialist inspections carried out aloft)

#### Authorisation to carry out Pole-top (EWP) Inspections of Wood Poles

- Scope of activities covered by this authorisation:
  - Carry out pole-top inspections of wood poles from an elevated work platform in accordance with the requirements of MMI 0001 – Pole and Line Inspection and Treatment procedures; and
  - Classify and/or reclassify pole top defects on the company's wooden poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures.
- Scope of activities not covered by this authorisation function:
  - Carry out overhead line inspections in a field based environment;
  - Classify and/or reclassify defects on the company's overhead network in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures;
  - Cannot classify and/or reclassify ground line defects on the company's poles in accordance with Company Standard MMI 0001 – Pole and Line Inspection and Treatment procedures
- Qualification Requirements:
  - An electrical qualification (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent);
  - Licence to operate a boom-type elevating work platform (boom length 11 metres or more) or equivalent; and
  - An applicant must hold current authorisation to Construct and maintain OH mains - Distribution
- Specific Training and Assessment:
  - Initial Instruction in the requirements of Company Standard MMI 0001 – Pole and Line Inspection and Treatment Procedures; and
  - Training in the requirements of pole top inspection of wooden poles from an EWP (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform EWP rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platforms (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards; and
  - Applicants must have carried out pole-top (EWP) inspections of wood poles on at least 3 occasions during the previous 12 months in accordance with MMI 0001 – Pole and Line Inspection and Treatment procedures

## 8.12 Authorisation Schedule 8 Service and Metering Authorisations

### Service and Metering Authorisation Hierarchy

#### Carry out Trade Assistance (Non-Electrically Qualified) – Class 2X

- Scope of activities covered by this authorisation:
  - Perform electrical trade related works performed by electrical trades apprentices covered by a training contract that may be required to work on or near the network under direct and constant supervision of an appropriately authorised person;
  - Carry out work performed by persons engaged by a telecommunications network operator on telecommunications assets attached to electricity network operator assets; and
  - Perform trades assistant work such as safety observer, rescue assistant and plant operator
- Note: This class allows non-electrically qualified personnel to be registered with the ASP Scheme in accordance with the Scheme Rules
- Scope of activities not covered by this authorisation function:
  - Cannot carry out 2A, 2B, 2C or 2D work
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safety in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Evidence of ASP registration with the Department of Planning, Industry and Environment
- Specific Training and Assessment:
  - UETDRLO06 – Work safety in the vicinity of live electrical apparatus as a non-electrical worker (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.
- Note: Authorisation for employees of an ASP company must only be maintained while the accreditation of the ASP company remains current. If the ASP company accreditation expires, the authorisation of all employees must be suspended.

#### Disconnect and Reconnect – Class 2A

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to carry out Trade Assistance (Non-Electrically Qualified) – Class 2X;
  - Utilise energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves; and
  - Disconnect and reconnect service lines (including energised service lines) at the connection point – but only work at the connection point that does not involve accessing network operator assets and no mechanical changes to network assets are required.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out 2B, 2C, 2D
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in Electrotechnology Electrician (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent)
- Pre-requisite Requirements:
  - Work safety in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Evidence of ASP registration with the Department of Planning, Industry and Environment
- Specific Training and Assessment:
  - UETDRLO05 – Work safety in the vicinity of live electrical apparatus (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Testing of connections to low voltage electricity networks
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.
- Note: Authorisation for employees of an ASP company must only be maintained while the accreditation of the ASP company remains current. If the ASP company accreditation expires, the authorisation of all employees must be suspended

#### Work on underground service conductors – Class 2B

- Scope of activities covered by this authorisation:
  - Remove and replace an Endeavour Energy security seal;
  - Install and connect underground service lines up to the point of supply;
  - Install underground service conductors on a distributor pole up to 3m above ground level (note: a person authorised to Work on overhead service conductors – Class 2C is required to connect the service conductor to the overhead network);
  - Utilise energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves;
  - Disconnect and reconnect service lines/consumers main to the point of common coupling (including energised connection/disconnection from underground cables and apparatus);
  - Replace service line(s), service active(s) and neutral line(s); and
  - Access Distribution Substations (including low voltage ancillary equipment) for the purpose of underground service work.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out 2C or 2D
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in Electrotechnology Electrician (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent)
- Pre-requisite Requirements:
  - Work safety in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Evidence of ASP registration with the Department of Planning, Industry and Environment
- Specific Training and Assessment:
  - UETDR0011 – Install and maintain low voltage underground services (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
- Ongoing Maintenance of Competency:
  - Testing of connections to low voltage electricity networks
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.
- Note: Authorisation for employees of an ASP company must only be maintained while the accreditation of the ASP company remains current. If the ASP company accreditation expires, the authorisation of all employees must be suspended

#### Work on overhead service conductors – Class 2C

- Scope of activities covered by this authorisation:
  - Remove and replace an Endeavour Energy security seal;
  - Install and connect overhead service lines to the point of common coupling;
  - Connect underground service conductors to the overhead distribution network and install underground service conductors on a distributor pole from 3m above ground level (note: a person authorised to Work on underground service conductors – Class 2B is required to install the service conductor from ground level up to 3m from ground level);
  - Relocate/upgrade an existing overhead service line and restore supply on completion;
  - Utilise energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves;
  - Disconnect and reconnect service lines at the point of supply and point of common coupling (including energised connection/disconnection from overhead conductors); and
  - Replace service fuse(s), service active and neutral links.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out 2B or 2D
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in Electrotechnology Electrician (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent)
- Pre-requisite Requirements:
  - Work safety in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Evidence of ASP registration with the Department of Planning, Industry and Environment
- Specific Training and Assessment:
  - UETDR0010 – Install and maintain low voltage overhead services (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
- Ongoing Maintenance of Competency:
  - Testing of connections to low voltage electricity networks
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.
- Note: Authorisation for employees of an ASP company must only be maintained while the accreditation of the ASP company remains current. If the ASP company accreditation expires, the authorisation of all employees must be suspended

#### Energising Service Equipment – Class 2D

- Scope of activities covered by this authorisation:
  - Remove and replace an Endeavour Energy security seal;
  - Install and remove Endeavour Energy service equipment;
  - An ASP may only remove or install meters if the ASP is accredited as a meter provider with the Australian Energy Market Operator (AEMO) or the ASP is undertaking this work as a sub-contractor to another company which is properly accredited by AEMO for this purpose
  - Disconnect and reconnect of the installation (including energised connection/disconnection) at the connection point (including at an overhead point of attachment);
  - Install and/or replace defective service protective device in a customer switchboard (including energised connection/disconnection); and
  - Energise new installations.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out 2B or 2C
- Qualification Requirements:
  - External Applicants:
    - Certificate III in Electrotechnology Electrician (or equivalent); and
    - Additionally, to be eligible for authorisation to install Type 5 and 6 Metering an applicant must hold Qualified Supervisor Certificate – Electrical or an Electrical Contractor Licence endorsed with a Q
  - Internal Applicants:
    - Certificate III in Electrotechnology Electrician (or equivalent);
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent)
- Pre-requisite Requirements:
  - Work safety in the construction industry (CPCCOHS1001 – NSW white card or equivalent); and
  - Evidence of ASP registration with the Department of Planning, Industry and Environment
- Specific Training and Assessment:
  - External Applicants:
    - UETDR0005 – Work safety in the vicinity of live electrical apparatus (or equivalent);
    - UEEPR0001 – Apply environmentally and sustainable procedures in the energy sector (or equivalent); and
    - Either
    - UETDR0014 – Install and replace energy meters and associated equipment (or equivalent); or
    - UEEUD0019 – Install and commission whole current electricity meters (or equivalent)
  - Internal Applicants:
    - UETDR0014 – Install and replace energy meters and associated equipment (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Testing of connections to low voltage electricity networks
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.
- Note: Authorisation for employees of an ASP company must only be maintained while the accreditation of the ASP company remains current. If the ASP company accreditation expires, the authorisation of all employees must be suspended

## 8.13 Authorisation Schedule 9 Plant and Equipment Authorisations

### Overhead Plant

#### Authorisation to Operate or Observe Plant Near Overhead Electrical Apparatus

- Scope of activities covered by this authorisation:
  - Operate plant up to the safe approach distances provided in Table A – Safe Approach Distances for Authorised Persons and Instructed Persons, in the Electrical Safety Rules Handbook, whilst an authorised safety observer is in place; and
  - Observe plant that is operated by an authorised operator up to the safe approach distances provided in Table A – Safe Approach Distances for Authorised Persons and Instructed Persons, in the Electrical Safety Rules Handbook.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out or observe powered excavation work near the network
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - UETDREL006 - Work safely in the vicinity of live electrical apparatus as a non-electrical worker (or equivalent); or
  - Internal close approach to powerlines course (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Excavation

#### Authorisation to Observe Excavation Work Near the Network

- Scope of activities covered by this authorisation:
  - Observe powered excavation activities carried out by an authorised operator in accordance with the Electrical Safety Rules Handbook.
- Scope of activities not covered by this authorisation function:
  - Cannot carry out powered excavation work near the network
  - Cannot operate or observe plant near overhead electrical apparatus
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - RIICCM202E - Identify, locate and protect underground services (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

#### Authorisation to Carry Out Excavation Work Near the Network

- Scope of activities covered by this authorisation:
  - Observe and carry out powered excavation activities carried out by an authorised operator in accordance with the Electrical Safety Rules Handbook.
- Scope of activities not covered by this authorisation function:
  - Cannot operate or observe plant near overhead electrical apparatus
- Qualification Requirements: Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - RIICCM202E - Identify, locate and protect underground services (or equivalent); and
  - Additionally, in order to gain authorisation to carry out excavation near the network, a person must complete a practical Verification of Competence (VOC) by an Endeavour Energy accredited RTO. The VOC must be carried out in accordance with Endeavour Energy Electrical Safety Rules and ESI context.
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.



## 8.14 Authorisation Schedule 10 Trade Based Authorisations

### Non-Electrical Trade Qualified

#### Carry out non-electrical work (Ground)

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules Handbook
  - Carry out non-electrical works associated with the company's network at ground level such as but not limited to: laying/hauling cables, establishing the foundations/erection for UG pillars and Street Light columns, pole installation/erection, etc.
  - Remove foreign objects (such as clearing minor vegetation) from energised low voltage network apparatus utilising insulated equipment/telescopic operating sticks where there is no risk to altering the mechanical loading of conductors/apparatus or encroaching personnel clearance;
  - Respond to fault and emergency events to identify network defects and 'make safe' such as barricading areas, erecting exclusion zones, warning bystanders, etc.
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out jointing, connection or termination of cables/conductors
  - Cannot work energised and may only encroach Live LV Safe Approach Distances in an emergency for the purpose of a rescue
  - Cannot work aloft on overhead poles/structures or act as a nominated rescuer for overhead work activities
- Qualification Requirements:
  - Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc..

#### Carry out non-electrical work (Overhead)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to carry out trade assistance functions (ground)
  - Carry out non-electrical works associated with the company's network on overhead structures involving the need to work aloft such as but not limited to: lashing poles, numbering assets/installation of signage, etc.
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out jointing, connection or termination of cables/conductors
  - Cannot work energised and may only encroach Live LV Safe Approach Distances in an emergency for the purpose of a rescue
- Qualification Requirements:
  - Nil
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform EWP Rescue\*
- Ongoing Maintenance of Competency:
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Electrical Testing and Inspection Stream (Engineers/Technicians/Inspectors)

#### Carry out electrical testing and inspection (Ground) (previously "carry out non-trade electrical work – ground work")

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules Handbook
  - Carry out the duties of a person authorised to carry out non-electrical work (Ground)
  - Perform electrical testing and/or inspection activities at ground level (including utilising energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out jointing, connection or termination of cables/conductors (excluding for the purpose of connecting an instrument or testing device)
  - Cannot work aloft on overhead poles/structures or act as a nominated rescuer for overhead work activities
- Qualification Requirements:
  - An Electrical Qualification or Degree (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Testing of connections to low voltage electricity networks
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

#### Carry out electrical testing and inspection (Overhead) (previously "carry out non-trade electrical work – overhead work")

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to carry out electrical testing and inspection (Ground)
  - Carry out the duties of a person authorised to carry out non-electrical work (Overhead)
  - Perform electrical testing and/or inspection activities at ground level and aloft on a pole/structure (including utilising energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out jointing, connection or termination of cables/conductors (excluding for the purpose of connecting an instrument or testing device)
- Qualification Requirements:
  - An Electrical Qualification or Degree (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Ongoing Maintenance of Competency:
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

#### Authorisation to Inspect and Accept Electricity Network Assets

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to carry out electrical testing and inspection (Overhead)
  - Carry out and supervise pre-commissioning testing and inspection activities in accordance with relevant company Standards and/or Procedures for Testing and Commissioning for Distribution and Transmission Systems
  - Commission Low Voltage network apparatus
- Scope of activities not covered by this authorisation function:
  - Carry out construction or maintenance of network apparatus
  - Commission High Voltage network apparatus
- Qualification Requirements:
  - An Electrical Qualification or Degree (Certificate III equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCOHS1001 – NSW white card or equivalent);
  - Applicants must be employed in a position that requires the ability to inspect and accept electricity network assets; and
  - Individuals must be able to demonstrate sufficient supervisory and risk identification experience, training, or a combination of both. The sufficiency of such experience and/or training will be at the discretion of the line manager.
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ESI environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
- Ongoing Maintenance of Competency:
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards

## Distribution Substations

### Construct and Maintain Distribution Substation Equipment and Connection Work

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules Handbook
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
  - Carry out OH and US service and metering work including testing and connection work on customer installations (switchboards, pillars, POAs, etc.) (2A,2B,2C and 2D)
  - Construct and maintain OH and US distribution switchgear, substations and equipment
  - Construct and maintain OH and US street lighting systems
  - Carry out low voltage NPE cable jointing and associated connection work
  - Perform energised connection and disconnection of LV cables and associated equipment (both OH and US)
  - Connect generator cabling (both OH and US) (Authorisation to Carry Out Low Voltage Network Switching is required for the operation of generators and associated switching activity)
  - Perform electrical testing, connection and/or inspection activities at ground level and aloft on a pole/structure (including utilising energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves)
  - Operate and observe plant near overhead electrical apparatus (distribution and transmission)
  - Access Distribution Substations (including low voltage ancillary equipment)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out energised overhead network practices (Low Voltage Live Linework)
  - Cannot construct and maintain OH mains or US mains (other than the specific activities listed above)
  - Cannot carry out HV cable jointing or CONSEC jointing
  - Cannot carry out construction or maintenance of transmission assets
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in Electrotechnology (Electrician (or equivalent) or
    - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent) or
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent) or
    - Craft certificate in Cable jointing or
    - Craft certificate in Linework
  - Additional recommended competency requirements for this particular authorisation:
    - UETORS13 – Install and maintain public lighting systems (or equivalent); and
    - UETORS08 – Install and maintain electrical apparatus (or equivalent)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

## Cable Jointing Stream

### Construct and maintain UG mains - Distribution

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules Handbook
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
  - Construct and maintain UG distribution mains and apparatus including distribution substations and US street lighting systems
  - Carry out cable jointing and termination work on UG distribution cables and associated assets (polymers and paper insulated cables rated at nominal voltages, 230V, 12.7KV, 131kV, and low voltage including CONEAC) at ground level or on a pole
  - Carry out underground service work including installation, maintenance, testing and connection work on customer installations (switchboards, pillars, etc.) (Carry out 2A and 2B service work)
  - Perform electrical testing and/or inspection activities at ground level and aloft on a pole/structure (including utilising energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves)
  - Perform energised connection and disconnection of UG LV cables and associated equipment (including UGD connections 'make and break' only)
  - Connect generator cabling (UGD Only) (Authorisation to Carry Out Low Voltage Network Switching is required for the operation of generators and associated switching activity)
  - Act as the observer for excavation work near the network (distribution and transmission)
  - Operate and observe plant near overhead electrical apparatus (distribution and transmission)
  - Access Distribution Substations (including low voltage ancillary equipment)
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain OH mains
  - Cannot perform energised connection and disconnection of OH LV cables and associated equipment
  - Cannot carry out energised overhead network practices (Low Voltage Live Linework)
  - Cannot carry out construction or maintenance of transmission assets
- Qualification Requirements:
  - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent); or
  - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution cable jointing); or
  - Craft certificate in Cable jointing
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Construct and maintain UG mains - Transmission

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Construct and maintain UG Mains - Distribution
  - Construct and maintain UG Transmission mains and apparatus
  - Carry out cable jointing and termination work on overhead transmission structures carrying voltages up to and including 132kV
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain OH mains
  - Cannot carry out energised overhead linework practices (Low Voltage Live Linework)
- Qualification Requirements:
  - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent); or
  - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution cable jointing); or
  - Craft certificate in cable jointing
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Managers confirm applicants gain sufficient exposure to transmission cable jointing activities ongoing in type and complexity under the direct supervision of a person authorised as a Cable Joiner (Transmission) in order to develop the necessary technical knowledge / skills to adequately identify, assess and control electrical safety hazards. (Progression from the probationary period to become authorised as a Cable Joiner (Transmission) is at the discretion of transmission line management)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, product certification training/instruction, etc.

## Transmission Technologist Stream

### Construct, Maintain and Test Secondary Systems

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
  - Carry out construction and maintenance tasks on secondary systems including protection and control systems
  - Install, joint and terminate communications cables on or near the network
  - Carry out testing activities on secondary systems
  - Install, maintain and test field communications and protection equipment
  - Operate and observe plant near overhead electrical apparatus (distribution and transmission)
- Scope of activities not covered by this authorisation function:
  - Cannot construct, maintain or test primary systems
  - Cannot carry out construction or maintenance of distribution substations
  - Cannot carry out construction or maintenance of network mains
- Qualification Requirements:
  - An electrical qualification (Certificate II equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform rescue from switchyard structures at heights
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Construct, Maintain and Test Primary Systems

- Scope of activities covered by this authorisation:
  - Construct and maintain primary systems within a major substation (all equipment operated at voltages defined as HV)
  - Construct and maintain earthing systems within substations containing live equipment
  - Carry out HV testing on network apparatus, and network mains
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
  - Standby fallen conductors and make distribution apparatus (cut away low voltage service conductors, apply temporary insulating material, erect barricading, etc.)
- Scope of activities not covered by this authorisation function:
  - Cannot carry out construction or maintenance of distribution substations
  - Cannot carry out construction or maintenance of network mains
- Qualification Requirements:
  - An electrical qualification (Certificate II equivalent or higher)
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Perform rescue from switchyard structures at heights
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

## Linework Stream

### Construct and maintain OH mains - Distribution

- Scope of activities covered by this authorisation:
  - Work on or near the network up to the "Authorised person" safe approach distances as stated in the Table A – from the Electrical Safety Rules Handbook
  - Act as a nominated rescuer for ground work activities (including live LV panels/pillars/apparatus)
  - Act as a nominated rescuer for overhead work activities (including live LV OH work)
  - Construct and maintain OH distribution mains and apparatus including distribution pole substations and OH street lighting systems
  - Carry out live work on overhead distribution structures, (structures carrying 230V, 12.7KV, 131kV, and LV apparatus)
  - Carry out overhead service work including installation, maintenance, testing and connection work on customer installations (switchboards, POAs, etc.) (Carry out 2A and 2C service work)
  - Perform electrical testing and/or inspection activities at ground level and aloft on a pole/structure (including utilising energised LV work practices to apply temporary insulating material/barriers where required and the use of low voltage insulating gloves)
  - Perform energised connection and disconnection of OH LV cables and associated equipment (including UGD connections and 'make and break' only)
  - Connect generator cabling (UGD Only) (Authorisation to Carry Out Low Voltage Network Switching is required for the operation of generators and associated switching activity)
  - Operate and observe plant near overhead electrical apparatus (distribution and transmission)
  - Remove foreign objects (such as clearing vegetation) from energised network apparatus utilising powered tools and insulated equipment/telescopic operating sticks where the risk of altering the mechanical loading of conductors/apparatus is controlled and safe approach distances can be maintained
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain US mains
  - Cannot perform energised connection and disconnection of UG LV cables and associated equipment
  - Cannot carry out energised overhead network practices (Low Voltage Live Linework)
  - Cannot carry out construction or maintenance of transmission assets
- Qualification Requirements:
  - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
  - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
  - Craft certificate in Linework
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Construct and maintain OH Mains - Transmission

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Construct and maintain OH Mains - Distribution
  - Construct and maintain OH Transmission mains and apparatus on overhead transmission structures carrying voltages up to and including 132kV
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain US mains
  - Cannot carry out energised overhead linework practices (Low Voltage Live Linework)
  - Cannot carry out work on steel lattice transmission towers
- Qualification Requirements:
  - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
  - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
  - Craft certificate in Linework
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Managers confirm applicants gain sufficient exposure to transmission overhead activities ranging in type and complexity under the direct supervision of a person authorised as a Lineworker (Transmission) in order to develop the necessary technical knowledge / skills to adequately identify, assess and control electrical safety hazards. (Progression from the probationary period to become authorised as a Lineworker (Transmission) is at the discretion of transmission line management)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

### Construct and maintain OH Mains – Transmission Towers

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised to Construct and maintain OH Mains - Transmission
  - Carry out live work and associated construction/maintenance activities on steel lattice towers carrying voltages up to and including 132kV.
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain US mains
  - Cannot carry out energised overhead linework practices (Low Voltage Live Linework)
- Qualification Requirements:
  - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
  - Certificate III in ES – Power Systems – Distribution Cable Jointing (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
  - Craft certificate in Linework
- Pre-requisite Requirements:
  - Work safely in the construction industry (CPCCHS1001 – NSW white card or equivalent)
  - High Risk Work Licence for Basic Rigging (CPCLRG1001A – Licence to perform rigging basic level)
- Specific Training and Assessment:
  - Nil
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Work Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - Managers confirm applicants gain sufficient exposure to transmission tower activities ranging in type and complexity under the direct supervision of a person authorised as a Lineworker (Transmission Tower) in order to develop the necessary technical knowledge / skills to adequately identify, assess and control electrical safety hazards. (Progression from the probationary period to become authorised as a Lineworker (Transmission Tower) is at the discretion of transmission line management)
- Ongoing Maintenance of Competency:
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work/tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards.
  - This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3<sup>rd</sup> party references from a previous employer/supervisor, etc.

# 8.15 Authorisation Schedule 11 Live Work Authorisations

## Live Work Stream

### Live Low Voltage Work – Ground Based

- Scope of activities covered by this authorisation:
  - Carry out live LV work and act as the safety observer on underground distribution assets or in substation electrical enclosures utilising live LV working techniques, including:
    - Installation of cables in padmount substations, pillars, columns, and substation enclosures with exposed apparatus;
    - Replacement of components such as switchgear, and
    - Repairing or replacing defective connections.
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain L&I mains (this authorisation does not cover ride Construct and Maintain UO - Distribution - It is for energised LV connection type tasks)
  - Cannot carry out construction or maintenance of transmission assets
  - Cannot carry out HV Live Work
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
    - Craft certificate in Linework; or
    - Craft certificate in Cable Joining.
- Pre-require Requirements:
  - Work safely in the construction industry (DPCCHS1001 – NSW white card or equivalent)
- Specific Training and Assessment:
  - Low Voltage clearing module (Internal EE requirement only, non-accredited course LV151)
  - Practical evidence required:
    - External applicants Nil
    - Endeavour Energy applicants: Ground-based Live LV Work Practices (Internal non-accredited course)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Testing of connections to low voltage electricity networks
- Ongoing Maintenance of Competency:
  - Internal EE requirement only: Live Low Voltage clearing module to be completed annually (Internal non-accredited course LV151) in addition to triennial infield live work audit
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3rd party references from a previous employer/supervisor, etc.

### Live Low Voltage Work – Overhead

- Scope of activities covered by this authorisation:
  - Carry out live low voltage work and act as the safety observer on overhead distribution structures utilising live LV working and linework techniques, includes any work involving the:
    - Re-positioning of conductors / Change of span or loading to energised conductors
    - Stringing, augmentation or displacement of energised conductors
    - Re-configuration of loading arrangements on energised OH conductors (including making or breaking shackle points (making/breaking bends)/use of bonding sticks for the purpose of switching is covered within the scope of Low Voltage Network Switching)
    - Energised pole change-over
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain L&I mains
  - Cannot carry out construction or maintenance of transmission assets
  - Cannot carry out HV Live Work
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
    - Craft certificate in Linework.
- Pre-require Requirements:
  - Work safely in the construction industry (DPCCHS1001 – NSW white card or equivalent)
  - Construct and Maintain Overhead Mains - Distribution
- Specific Training and Assessment:
  - Low Voltage clearing module (Internal EE requirement only, non-accredited course LV151)
  - Practical evidence required:
    - External applicants: UETRD003 – Maintain overhead energised low voltage distribution network (or equivalent)
    - Endeavour Energy applicants: Overhead Live LV Work Practices (Internal non-accredited course) (Endeavour Energy employees only)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Licence for boom-type elevating work platform (WP)
- Ongoing Maintenance of Competency:
  - Internal EE requirement only: Live Low Voltage clearing module to be completed annually (Internal non-accredited course LV151) in addition to triennial infield live work audit
  - Managers are required to confirm applicants have been sufficiently exposed to a variety of work tasks on the network to maintain knowledge and/or skills in order to adequately identify, assess and control electrical safety hazards. This may be undertaken through a variety of means such as but not limited to: having a comprehensive oversight over work schedules/programs, regular workplace and onsite interactions, documenting safety toolbox talks, collating workplace forms and other documented evidence, independent 3rd party references from a previous employer/supervisor, etc.

### High Voltage Live Linework (Common Requirements)

- Scope of activities covered by this authorisation:
  - Carry out live work on overhead distribution structures and approach the specified safe approach distances as stated in the Table A – From the Electrical Safety Rules Handbook utilising approved:
    - Live Stick HV working techniques up to and including 22kV;
    - Live Stick HV working techniques up to and including 66kV;
    - Live Glove and Barrier HV working techniques up to and including 22kV;
    - Live Glove and Barrier HV working techniques up to and including 33kV;
    - Apply network protection suppression settings on reclosers – enable/disable SEF, auto-reclose and 'live line' setting
    - Move non-ratly open points/ reconfigure network (overhead network only under the direction of a system operator)
- Scope of activities not covered by this authorisation function:
  - Cannot construct and maintain L&I mains
  - Cannot perform energised connection and disconnection of UG cables and associated equipment (including UG&OH connections and other 'like for like' components)
- Qualification Requirements:
  - Primary qualification must include at least one of the following:
    - Certificate III in ES – Power Systems – Distribution Overhead (or equivalent); or
    - Certificate III in ES – Power Systems – Distribution Cable Joining (or equivalent) (with relevant competencies required to be eligible for a statement of attainment in Distribution overhead); or
    - Craft certificate in Linework.
- Pre-require Requirements:
  - Work safely in the construction industry (DPCCHS1001 – NSW white card or equivalent)
  - Grade 5 Lineworker (or equivalent) with minimum 3 years experience (excluding time served as an apprentice) and holding current authorisation for Live LV OH Work
  - Applicants employed by the company must meet the requirements of Company Procedure/GAM 006 – High Voltage Live Work – Employee Selection Criteria
- Probationary Period:
  - An applicant is required to complete a minimum of 200 hours of the work in a period of 3 – 12 months under direct supervision of a live work mentor. This live work mentor is required to have been continuously authorised to carry out high voltage live work for a minimum of the previous two years.
  - Specifically, the probationary process is to include carrying out the prescribed tasks as follows:
    - Utilise a variety of tools and specialist equipment (on multiple occasions as part of everyday activities)
    - Calculate mechanical loading and pre-work inspection (on multiple occasions as part of everyday activities)
    - Make and/or break connections including electrical load tests where required (3 occasions)
    - Conductor repair (3 occasions)
    - Install/replace various hardware including:
      - Insulators: Intermediate (5 occasions), suspension (1 occasion) and termination (3 occasions)
      - Cross arms: Intermediate (3 occasions) and termination (2 occasions)
      - Mid-span isolation links (3 occasions)
      - Air break switches/Void break switch
      - ABB maintenance (Open point) (3 occasions)
      - ABB maintenance (Closed point) (1 occasion)
      - ABB Rebuild (1 occasion)
      - ABB Install (3 occasions)
      - Load break switch install (1 occasion)

Note: If a high voltage live worker has not been authorised at any stage in the previous two years, they will be required to undergo complete re-training and complete the probationary process as a trainee high voltage live worker.

### Distribution Live Line Worker

#### High Voltage Live Linework (Glove and Barrier up to and including 22kV)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised for Live LV Overhead Linework (Live LV authorisation functions to be held and listed separately)
  - Carry out live work on overhead distribution structures and approach the specified safe approach distances as stated in the Table A – From the Electrical Safety Rules Handbook utilising approved live Glove and Barrier HV working techniques up to and including 22kV.
- Scope of activities not covered by this authorisation function:
  - As above in addition to:
    - Cannot carry out any Stick HV Live Linework
    - Cannot carry out Glove and Barrier work above 22kV
    - Cannot carry out construction or maintenance of transmission assets
- Qualification Requirements:
  - See High Voltage Live Linework (Common Requirements)
- Pre-require Requirements:
  - See High Voltage Live Linework (Common Requirements) in addition to:
    - Lineworker (Distribution)
    - Low Voltage Live Linework
- Specific Training and Assessment:
  - UETRD002 – Contribute to coordinated HV live working (or equivalent); and
  - UETRD003 – Maintain energised HV distribution overhead electrical apparatus (glove)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - See High Voltage Live Linework (Common Requirements)
- Ongoing Maintenance of Competency:
  - Complete a minimum of ten days high voltage live work in each six month period;
  - Have undergone a high voltage live work audit in the field in previous 12 months; and
  - Successfully complete refresher training in the company high voltage live work manual in the previous 12 months (refresher training will be contextualised for the level of authorisation function held)
- Regaining Authorisation (for applicants who have not renewed authorisation within a 12 month period):
  - Complete high voltage live work refresher training; and
  - Complete a shortened probationary period of 100 hours of high voltage live work under direct supervision of a live work mentor in one – six months; and
  - Have undergone a high voltage live work audit in the field during this period.

### Transmission Live Line Worker

#### High Voltage Live Linework (Glove and Barrier up to and including 33kV)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised for Live LV Overhead Linework (Live LV authorisation functions to be held and listed separately)
  - Carry out live work on overhead distribution structures and approach the specified safe approach distances as stated in the Table A – From the Electrical Safety Rules Handbook utilising approved live Glove and Barrier HV working techniques up to and including 33kV.
- Scope of activities not covered by this authorisation function:
  - As above in addition to:
    - Cannot carry out any Stick HV Live Linework
    - Cannot carry out Glove and Barrier work above 33kV
- Qualification Requirements:
  - See High Voltage Live Linework (Common Requirements)
- Pre-require Requirements:
  - See High Voltage Live Linework (Common Requirements) in addition to:
    - Lineworker (Transmission)
    - Low Voltage Live Linework
- Specific Training and Assessment:
  - UETRD002 – Contribute to coordinated HV live working (or equivalent); and
  - UETRD003 – Maintain energised high voltage distribution overhead electrical apparatus (glove and barrier) (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - See High Voltage Live Linework (Common Requirements)
- Ongoing Maintenance of Competency:
  - Complete a minimum of ten days high voltage live work in each six month period;
  - Have undergone a high voltage live work audit in the field in previous 12 months; and
  - Successfully complete refresher training in the company high voltage live work manual in the previous 12 months (refresher training will be contextualised for the level of authorisation function held)
- Regaining Authorisation (for applicants who have not renewed authorisation within a 12 month period):
  - Complete high voltage live work refresher training; and
  - Complete a shortened probationary period of 100 hours of high voltage live work under direct supervision of a live work mentor in one – six months; and
  - Have undergone a high voltage live work audit in the field during this period.

#### High Voltage Live Linework (Stick up to and including 22kV)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised for Live LV Overhead Linework (Live LV authorisation functions to be held and listed separately)
  - Carry out live work on overhead distribution structures and approach the specified safe approach distances as stated in the Table A – From the Electrical Safety Rules Handbook utilising approved live Stick HV working techniques up to and including 22kV.
- Scope of activities not covered by this authorisation function:
  - As above in addition to:
    - Cannot carry out any Glove and Barrier HV Live Linework
    - Cannot carry out Stick work above 22kV
    - Cannot carry out construction or maintenance of transmission assets
- Qualification Requirements:
  - See High Voltage Live Linework (Common Requirements)
- Pre-require Requirements:
  - See High Voltage Live Linework (Common Requirements) in addition to:
    - Lineworker (Distribution)
    - Low Voltage Live Linework
- Specific Training and Assessment:
  - UETRD002 – Contribute to coordinated HV live working (or equivalent); and
  - UETRD004 – Maintain energised HV distribution overhead electrical apparatus (stick)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - See High Voltage Live Linework (Common Requirements)
- Ongoing Maintenance of Competency:
  - Complete a minimum of ten days high voltage live work in each six month period;
  - Have undergone a high voltage live work audit in the field in previous 12 months; and
  - Successfully complete refresher training in the company high voltage live work manual in the previous 12 months (refresher training will be contextualised for the level of authorisation function held)
- Regaining Authorisation (for applicants who have not renewed authorisation within a 12 month period):
  - Complete high voltage live work refresher training; and
  - Complete a shortened probationary period of 100 hours of high voltage live work under direct supervision of a live work mentor in one – six months; and
  - Have undergone a high voltage live work audit in the field during this period.

#### High Voltage Live Linework (Stick up to and including 66kV)

- Scope of activities covered by this authorisation:
  - Carry out the duties of a person authorised for Live LV Overhead Linework (Live LV authorisation functions to be held and listed separately)
  - Carry out live work on overhead distribution structures and approach the specified safe approach distances as stated in the Table A – From the Electrical Safety Rules Handbook utilising approved live Stick HV working techniques up to and including 66kV.
- Scope of activities not covered by this authorisation function:
  - As above in addition to:
    - Cannot carry out any Glove and Barrier HV Live Linework
    - Cannot carry out Stick work above 66kV
- Qualification Requirements:
  - See High Voltage Live Linework (Common Requirements)
- Pre-require Requirements:
  - See High Voltage Live Linework (Common Requirements) in addition to:
    - Lineworker (Transmission)
    - Low Voltage Live Linework
- Specific Training and Assessment:
  - UETRD002 – Contribute to coordinated HV live working (or equivalent); and
  - UETRD004 – Maintain energised high voltage distribution overhead electrical apparatus (stick) (or equivalent)
- Initial Training and ongoing Annual Refresher Assessment:
  - Endeavour Energy Electrical Safety Rules Training
  - Perform rescue from a live LV panel
  - Provide cardiopulmonary resuscitation
  - Provide first aid in an ES environment
  - Perform pole top rescue
  - Perform EWP controlled descent escape
  - Testing of connections to low voltage electricity networks
  - Perform EWP Rescue\*
  - \*Mandatory requirement only for workers holding a NSW High Risk Licence for boom-type elevating work platform (WP)
- Probationary Period:
  - See High Voltage Live Linework (Common Requirements)
- Ongoing Maintenance of Competency:
  - Complete a minimum of ten days high voltage live work in each six month period;
  - Have undergone a high voltage live work audit in the field in previous 12 months; and
  - Successfully complete refresher training in the company high voltage live work manual in the previous 12 months (refresher training will be contextualised for the level of authorisation function held)
- Regaining Authorisation (for applicants who have not renewed authorisation within a 12 month period):
  - Complete high voltage live work refresher training; and
  - Complete a shortened probationary period of 100 hours of high voltage live work under direct supervision of a live work mentor in one – six months; and
  - Have undergone a high voltage live work audit in the field during this period.

## 8.16 Accredited Service Provider Class Authorisation Function Matrix

ASP Class Category	'Trade Based' Authorisation Function	Other Authorisation Function(s) as required
<b>Level One</b>		
Class 1A (previously known as Category 1 Overhead) – Overhead – work on or near the overhead electricity network	<ul style="list-style-type: none"> <li>Construct &amp; Maintain Overhead Mains – Distribution; or</li> <li>Construct &amp; Maintain Overhead Mains – Transmission; or</li> <li>Construct &amp; Maintain Overhead Mains - Transmission Tower</li> </ul>	<ul style="list-style-type: none"> <li>Hold Low Voltage Access Authority (LVAA); or</li> <li>Hold Access Authority for Work (AAW)</li> <li>Install and Remove Working Earths; or</li> <li>Install and Remove Operational Earths</li> </ul>
Class 1B (previously known as Category 2a Underground) – Underground Paper lead and Polymeric	<ul style="list-style-type: none"> <li>Construct &amp; Maintain Under Ground Mains – Distribution; or</li> <li>Construct &amp; Maintain Under Ground Mains - Transmission</li> </ul>	<ul style="list-style-type: none"> <li>Hold Low Voltage Access Authority (LVAA); or</li> <li>Hold Access Authority for Work (AAW)</li> </ul>
Class 1C – (previously known as Category 2b Underground) – Underground Polymeric only		
Class 1X – non-electrically qualified. This class allows non-electrically qualified personnel to be registered with the ASP Scheme and Contestable Works in accordance with the Scheme Rules.	<ul style="list-style-type: none"> <li>Carry out non-electrical work (Ground); or</li> <li>Carry out non-electrical work (Overhead);</li> </ul>	<ul style="list-style-type: none"> <li>Operate or Observe Plant Near Overhead Electrical Apparatus</li> <li>Observe Excavation Work Near the Network; or</li> <li>Carry Out Excavation Work Near the Network</li> <li>Hold Access Authority for Work (AAW) – Personal Issue</li> </ul>



<b>Level Two</b>		
Class 2A (previously known as Category 1) – Disconnect and reconnect	<ul style="list-style-type: none"> <li>• Disconnect and Reconnect – Class 2A</li> </ul>	<ul style="list-style-type: none"> <li>• Hold Low Voltage Access Authority (LVAA)</li> </ul>
Class 2B (previously known as Category 2) – Work on underground service conductors	<ul style="list-style-type: none"> <li>• Work on UG service conductors – Class 2B</li> </ul>	<ul style="list-style-type: none"> <li>• Hold Low Voltage Access Authority (LVAA); and</li> <li>• Access distribution substations (including low voltage ancillary equipment)</li> </ul>
Class 2C (previously known as Category 3) – Work on overhead service conductors	<ul style="list-style-type: none"> <li>• Work on OH service conductors – Class 2C</li> </ul>	<ul style="list-style-type: none"> <li>• Hold Low Voltage Access Authority (LVAA)</li> </ul>
Class 2D (previously known as Category 4) – Energising Service Equipment	<ul style="list-style-type: none"> <li>• Energising Service Equipment – Class 2D</li> </ul>	<ul style="list-style-type: none"> <li>• Hold Low Voltage Access Authority (LVAA)</li> </ul>
Class 2X – Non-electrically qualified	<ul style="list-style-type: none"> <li>• Carry out Trades Assistance (Non-Electrically Qualified) – Class 2X</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>

## 9.0 FREQUENTLY ASKED QUESTIONS

### Do I need to be authorised to work on the Endeavour Energy network?

Yes, unless you are under supervision. All people wishing to work on or near the Endeavour Energy electricity network without authorised supervision will be appropriately authorised, once they have met the competency requirements that are requested for each individual function.

### Can anyone be authorised to work on the Endeavour Energy network?

You must be either working for an Accredited Service Provider, Contract Service Provider, or employee of Endeavour Energy to be authorised. People will only be authorised if they are employed by a company that has a legitimate need to employ authorised persons and the necessary safety management systems for the work activities to be carried out. If working for an Accredited Service Provider, you must also be registered as an employee with the ASP Scheme.

### Can an authorised person hold an authorisation for multiple Companies?

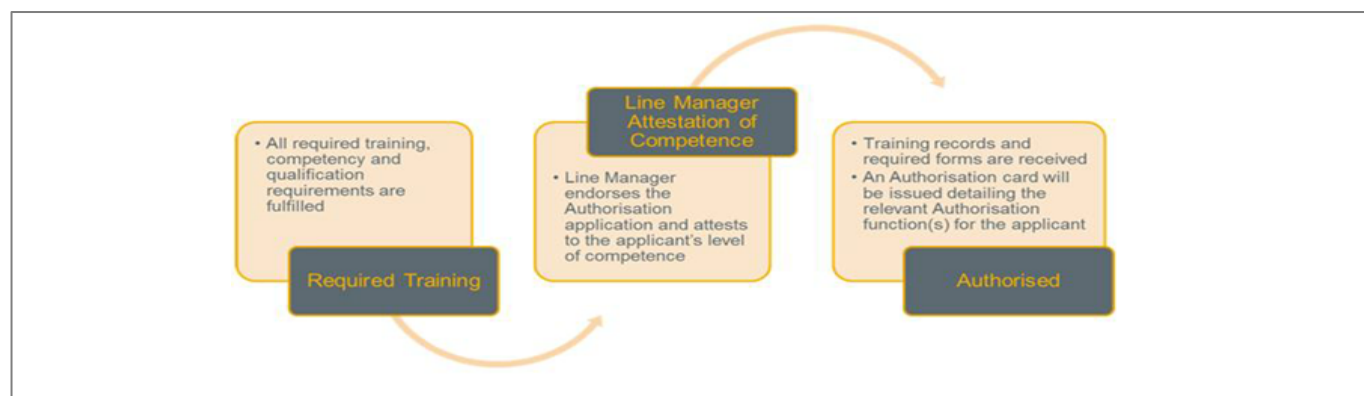
Yes, a worker can be authorised for multiple companies, but an Employee Registration Letter from the ASP Scheme and Contestable Works must be submitted along with the application form.

Note: Subcontracting for another employer does not require authorisation.

### How do I get authorised?

Authorisations are processed in accordance with this manual.

For further details on how to become authorised contact [authorisations@endeavourenergy.com.au](mailto:authorisations@endeavourenergy.com.au)



### What is an Authorised Person (AUP)?

A person with technical knowledge or sufficient experience who has been approved, or who has the delegated authority to act on behalf of Endeavour Energy, to perform the duty concerned.

### What is an Accredited Service Provider (ASP)?

A company or individual accredited by the Office of NSW Climate and Energy Action to undertake contestable service work as defined by the ASP Scheme and Contestable Works.

### What is a Contract Service Provider (CSP)?

A corporation, company or individual who is engaged to do work for Endeavour Energy.

### Do I need to renew my accreditation that is given to me by Office of NSW Climate and Energy Action?

Your accreditation must be renewed annually. If your accreditation has expired and is not renewed, any authorisations that have been issued under the accreditation will be suspended immediately.

### Do you accept other safety rules for an initial authorisation?

No. Electrical Safety Rules for other companies, although similar, are not the same as Endeavour Energy's. All people required to work on or near the network must demonstrate an understanding of the Endeavour Energy's Electrical Safety Rules.

## **What is NAAS?**

NAAS is short for Network Access Authorisation System (NAAS was replaced by a software system known as Beakon in 2024). This was the corporate database used until 2024.

## **What is contestable works?**

Under the *Electricity Supply Act 1995*, customers are required to fund certain works which are required to enable new or increased capacity connection to the electricity network. These works are contestable and the customer chooses a service provider to carry out these works. Contestability may also be extended to other capital works requested by and funded by individuals or organisations to suit the site developments or required as a result of damage caused by others.

Further info: NSW Climate and Energy [ASP Scheme and contestable works](#)

## **What is the authorisations renewal period?**

The expiration date of an authorisation is set 12 months from the date of completion of each training requirement that forms part of the authorisation. Beakon will identify the earliest requirement expiry, based on which, three notifications will be sent to both the Company and the authorised worker at intervals of 2 months, 4 weeks and finally 3 days prior to the authorisation expiring.

## **What does it mean if my authorisation has been made non-compliant?**

If you receive a non-compliance notification, you are not permitted to work on the Endeavour Energy network until the suspension has been lifted.

## **What if I'm on leave when my renewal is due/What if I am injured and can't complete training?**

If you can't complete the required training and/or can't submit your paperwork before your expiry date (1 month after your anniversary date) your Authorisation will be temporarily suspended. If you are on leave, or you are on light duties due to injury, then you don't require access to the network, and therefore don't need to be authorised. As soon as you return to normal duties, attend the required training and submit your paperwork your Authorisation will be reinstated (note: your authorisation anniversary date may change).

## **What if I regularly do a certain type of work but my certificate does not display the relevant authorisation(s)?**

This means you are not authorised and must stop performing that particular activity. Your manager/employer will need to apply for the necessary authorisation function to be added to your authorisations certificate and provide evidence of competency.

## **What if I don't have the necessary training/qualification requirements within the authorisation function but do the work?**

As above, this means you are not authorised and must stop performing that particular activity. You will need to complete the necessary training requirements in order to become authorised. You cannot continue performing the task without direct supervision until you are authorised to do so.

## **If I am learning how to carry out a task covered by an authorisation function do I need to be authorised?**

No. You will need to be under the appropriate level of supervision of a person authorised to carry out that task.

## **What if I have been carrying out a specific function for many years but have never had any formal training and/or don't hold the necessary qualification?**

This means you are not authorised and must stop performing that particular activity. For Endeavour Energy employees, the Technical Training Delivery Branch may perform a range of workplace and/or theoretical assessments in order to determine any recognition or prior learning or current competency (RPL/RCC). This is a comprehensive process that takes a significant administrative resource to complete and may take weeks/months.

For externals, RTOs may be able to facilitate a similar RPL or RCC process or alternatively provide the required training.

**What if I believe I am competent to carry out a task though my manager does not and won't attest to my competence?**

This means you are not authorised and must stop performing that particular activity. Line management ultimately hold the duty and associated responsibilities to ensure workers are competent to carry out specific tasks.

**What if I have the necessary qualifications/skills to hold an authorisation though my manager does not want me to hold it?**

This means you are not authorised and must stop performing that particular activity. Management ultimately hold the duty and associated responsibilities to ensure workers are competent to carry out specific tasks. It is at the discretion of a manager to recognise the existing competence of workers to hold a particular authorisation function.

**If I lose my authorisation does that mean I lose my qualification?**

No. Qualifications and training, where a statement of attainment has been issued, do not expire. The reasoning behind losing an authorisation is related to familiarity with the work activities. The basic philosophy is that if you don't continually use a skill you lose it. Authorisation protects against this happening, particularly with high risk activities.

**What happens if I hold an authorisation but have doubts about my own ability?**

The first step is to raise this with your supervisor. There are a few options such as additional training, pairing with a mentor to improve particular skills or alternatively, failing this, your authorisation function will be taken away.

**Are there authorisation fees for Accredited Service Providers?**

There is an Australian Energy Regulator (AER) approved authorisation fee which will be payable by the ASP upon authorisation submission. Please note there is a fee for all new applications, and renewal submissions. All fees include GST. Please contact the Authorisation Section for the amount, as fees are increased on the 1st July each year in accordance with the AER determination.

Contact: [authorisations@endeavourenergy.com.au](mailto:authorisations@endeavourenergy.com.au)

**How do I obtain sealing pliers?**

Endeavour Energy have moved away from supplying individual identification sealing pliers for new authorised personnel. Authorised personnel who already hold an Endeavour Energy supplied sealing plier can continue to seal switchboard equipment using their existing sealing pliers and seals. If you hold sealing pliers issued by another Energy Distributor, these can be used on our network, you will need to notify us of the seal number.

New authorised personnel are required to obtain Endeavour Energy "Green" Roto Seals. The seals have an EE prefix and a wire rotate to secure to the equipment.

ASPs are required to purchase the seals directly from Harcor. As part of the order please request stock code SS30208 and provide the ASP Accreditation number.

Please take note that they come in packs of 250.

**Notes:**

- Sealing of service and metering equipment is required in accordance with the Service and Installation Rules of NSW.
- For authorised personnel working on multiple NSW Network Operator networks, there may still be a requirement from other Network Operators to carry on with the practice of using sealing pliers.

Again, for existing authorised personnel with sealing pliers already issued, this practice may continue.

**Harcor Australia**

Unit 3/1 Skyline Place Frenchs  
Forest, NSW 2086 Australia  
Tel: + 61 (0)2 9454 4200  
E-mail: [sales@harcor.com.au](mailto:sales@harcor.com.au)



### **What is ‘Power of Choice’ metering?**

On 26 November 2015, the AEMC made a final rule that opened up competition in metering services and gave consumers more opportunities to access a wider range of services.

These arrangements, which commenced on 1 December 2017, required changes to the National Electricity Rules (NER) and the National Electricity Retail Rules (NERR). The final rule changed who has overall responsibility for the provision of metering services by providing for the role and responsibilities of the Responsible Person to be performed by a new type of Registered Participant - a Metering Coordinator. Any person can become a Metering Coordinator subject to satisfying certain registration requirements.

Retailers are required to appoint the Metering Coordinator for their retail customers, except where a party has appointed its own Metering Coordinator.

More information: [AEMO Power of Choice](#)

### **How did this change affect authorisation to ‘Install Type 5 and 6 Metering’?**

Endeavour Energy does not have a requirement for a metering provider to be authorised to remove basic metering (Type 5 & 6) when replacing with advanced metering (Type 1-4) as any safety issues are managed through the Office of Fair Trading & and Retailer.

When a type 5 or 6 meter is removed as part of a service upgrade the final reading must be submitted on the eNOSW

## 10.0 CONTACT INFORMATION

### Enquiries:

- For authorisation enquires regarding applications, processing, etc., please contact: [authorisations@endeavourenergy.com.au](mailto:authorisations@endeavourenergy.com.au)
- For Endeavour Energy Electrical Safety Rules or general electrical safety advice, please contact: [electrical.safety@endeavourenergy.com.au](mailto:electrical.safety@endeavourenergy.com.au)
- For Training Delivery enquiries, please contact: [technical.training@endeavourenergy.com.au](mailto:technical.training@endeavourenergy.com.au)
- For customer connections enquires, please contact:  
[CWAdmin@endeavourenergy.com.au](mailto:CWAdmin@endeavourenergy.com.au)  
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[CWTech@endeavourenergy.com.au](mailto:CWTech@endeavourenergy.com.au)

### Other useful links:

- [Endeavour Energy Accredited Service Provider Portal](#)
- [Endeavour Energy Website](#)
- [NSW ASP Scheme](#)
- [Service and Installation Rules of New South Wales October 2019](#)
- [Electricity Industry Safety Steering Committee Guidelines](#)
- [Safe Work NSW Asbestos Information](#)
- [Safe Work NSW Work Near Overhead Powerlines Code of Practice 2006](#)
- [Safe Work NSW Work Near Underground Assets Guide 2007](#)
- [Power of Choice - AEMO](#)



