



DUTY HOLDER'S SAFETY OF ELECTRICAL SYSTEMS

Duty Holder's Safety of Electrical Systems

- Duration:** 1 day
- Prerequisites:** This course targets the needs of experienced electrical personnel & people who have management or supervisory skills that are required to take on the responsibility of Electrical Duty Holder position.
- Aims:** The purpose of this 1 day course is to equip delegates with a comprehensive understanding of Electrical Health & Safety in the workplace. Attendees will learn how to manage all aspects of electrical safe working practices, risk assessment, safe electrical isolation, resetting trips & overloads including Proof of Competency. They will also learn how to manage the documentation so that their company & workforce are compliant with the HSE Guidelines & Best Practices, Regulations & the Law.
- Objectives:** For specific course objectives see Training Record Log.

Content

H&S at Work Act 1974 & implications

Importance of the Act
Duty of the Employer & Employee

EAWA Regulations 1989 & PUWER 1998

Importance of the regulations
Current Wiring Regulation BS7671
What is "a Competent Person"?
Delegate Exercises & Competency test

Risk Assessment

Responsibilities of the Employer & Employee
What are the Hazards?
Implications of the New IET Code of Practice for PAT testing
The importance of good communication

Hazards & Effects of Electricity

Electric shock
Burns, Fires & Explosion
Insulation, Connections
Work area considerations
Importance of First Aid

Electrical Hand tools & PPE

Regulations/Standards (VED)
Correct tool for the job
PPE (Personal Protective Equipment)
Signs, barriers, labels & feedback

Importance of Electrical Test Equipment

Regulations/Standards CATIII rating, GS38
Voltage Testers, Proving Units & Multi-meters

Electrical Control Cabinet Overview

Hazards, Safety & Responsibilities
IP Ratings, RED, Green & Amber panel labels, IP2X
Lighting & Accessibility
Machinery wiring BS EN 60204-1

Resetting Trips & Overloads

Importance of Site Electrical H&S procedures
SSoW Safe Systems of Work for this task
Hazards & Safety Considerations
Importance of procedures & 1st stage Proof of Competency checking
Guidance for achieving consistency of assessments
Delegate Exercises & Knowledge Appraisal

Isolating, Locking OFF & Checking for DEAD

Importance of Site Electrical H&S procedures
SSoW Safe Systems of Work for this task
Lock OFF devices for Isolator Switches & MCB, Overloads etc.
Hazards & Safety Considerations
Importance of procedures & 1st stage Proof of Competency checking
Delegate Exercises & Knowledge Appraisal

Duty Holder's Documentation

Importance of keeping records up to date
Electrical H&S Policy
Implementing Safe Systems of Work (SSoW)
Understand the importance of appropriate training & periodic re-assessment of competency
The importance of continual improvement to H&S procedures & documentation