



VUL-APP-040-High Voltage Worker Appointment

Appointment:	Appointed Electrical 371 (sch7) of CMSHR 2017
Immediate Supervisor:	Electrical Engineering Manager (EEM)
Competencies Required:	☐ Electrical Worker's Licence; ☐ Low Voltage Switchboard Rescue (LVR); ☐ Cardiopulmonary Resuscitation (CPR) Qualifications (refreshed 12 monthly); ☐ Vulcan Electrical SOPs and MOPs; and ☐ High Voltage Switching Operator authorisation
Role Function and Purpose:	A High Voltage Electrical worker will carry out High Voltage electrical work across site including installing, repairing, testing isolating or disconnecting electrical components of electrical equipment and electrical installations in compliance with the requirements of the Electrical Safety Act 2002, Electrical Safety Regulation 2013, Queensland Coal Mining Safety and Health Act 1999, the Queensland Coal Mining Safety and Health Regulation 2017, and the Vulcan Safety and Health Management System.
Obligations and Responsibilities	
CMSH Act section 39	- To comply with this Act and procedures applying to the worker or person that are part of a safety and health management system for the mine; - If the coal mine worker or other person has information that other persons need to know to fulfil their obligations or duties under this Act, or to protect themselves from the risk of injury or illness, to give the information to the other persons; - To take any other reasonable and necessary course of action to ensure anyone is not exposed to an unacceptable level of risk. - To work or carry out the worker's or person's activities in a way that does not expose the worker or person or someone else to an unacceptable level of risk; - To ensure, to the extent of the responsibilities and duties allocated to the worker or person, that the work and activities under the worker's or person's control, - Supervision, or leadership is conducted in a way that does not expose the worker or person or someone else to an unacceptable level of risk; - To the extent of the worker's or person's involvement, to participate in and conform to the risk management practices of the mine; - To comply with instructions given for safety and health of persons by the coal mine operator or site senior executive for the mine or a supervisor at the mine; - To work at the coal mine only if the worker or person is in a fit condition to carry out the work without affecting the safety and health of others; - Not to do anything wilfully or recklessly that might adversely affect the safety and health of someone else at the mine.
Your statutory responsibilities are:	
Ensuring the exploration operations are supervised in accordance with: - Electrical Safety Act 2002, - Electrical Safety Regulation 2013, - Queensland Coal Mining Safety and Health Act 1999, - Queensland Coal Mining Safety and Health Regulation 2017, and - Vulcan Safety and Health Management System	



C = COMPETENT NYC = NOT YET COMPETENT

#	High Voltage Worker Assessment	C	NYC
1.	What is the primary purpose of an Access Permit? a) To test high voltage equipment. b) To allow safe access to HV lines and apparatus. c) To restore high voltage systems. d) To ensure lightning protection.		
2.	What are Operator Earths used for? a) Testing equipment functionality. b) Reducing step potential hazards. c) Protecting the work area from accidental energisation. d) Isolating equipment from the high voltage system.		
3.	Which of the following is NOT a component of a portable earthing system? a) Conductor clamps. b) Voltage transformers. c) Earthing attachment points. d) Flexible cables.		
4.	What does a Switching Sheet typically include? a) Electrical safety incident reports. b) Isolation points and operations to be performed. c) A list of workgroup members. d) Emergency contact numbers.		
5.	Testing to prove de-energisation must always be performed before applying earths. True / False		
6.	An Access Permit can be issued before Operator Earths are applied. True / False		
7.	What are Working Earths primarily used for? a) To isolate the entire high voltage system. b) To ensure the safety of the entire site. c) To limit the rise in potential difference at the work area. d) To replace Operator Earths.		
8.	High voltage fuses are designed to interrupt a circuit only once before requiring replacement. True / False		
9.	Earthing should be performed at a location far from the work area to prevent hazards. True / False		



#	High Voltage Worker Assessment	C	NYC
10.	Safety signs and barriers are optional at high voltage work areas. True / False		
11.	Circuit breakers should withstand the maximum short-circuit current without failure. True / False		
12.	Explain why testing to prove de-energisation is critical before applying earths.		
13.	What additional safety measures can be implemented at a high voltage work area? 1. 2. 3. 4.		
14.	Outline the 5 steps of risk management in a high voltage work environment. 1. 2. 3. 4. 5.		
15.	What should a Switching Operator check during pre-switching inspections? 1. 2. 3. 4.		
16.	What safety equipment must a HV worker wear while operating isolators? a) Arc-rated clothing, insulated gloves, and safety glasses. b) Flame-retardant clothing, steel-toe boots, and hard hats. c) Chemical-resistant gloves and safety goggles. d) High-visibility vest and a dust mask.		
17.	Only Switching Operators are authorised to carry out high voltage switching operations. True / False		
18.	Testing equipment must be inspected and verified before and after use. True / False		
19.	High voltage systems don't require an Access Permit to ensure safety for workers. True / False		



#	High Voltage Worker Assessment	C	NYC
20.	Step and touch potential hazards occur only during fault conditions. True / False		
21.	What are the steps for testing equipment to prove it is de-energised? 1. 2. 3. 4. 5.		
22.	Describe the function of a Switching Sheet in HV operations.		
23.	Scenario: During pre-switching checks, you notice a loud humming noise from the circuit breaker panel and the smell of burning insulation. Question: What actions should you take immediately?		



Competency Verification		
Electrical Licence No:	Expiry Date:	
CPR Expiry Date:	LVR Expiry Date:	
Candidate Sign Off		
<i>I understand and accept the responsibilities of the position of Electrical Worker at Vulcan Mine. I understand that it is my responsibility to ensure my Electrical Licence and LVR/CPR Qualifications remain current.</i>		
Name:	Signature:	Date:
Electrical Engineering Manager Sign Off		
<i>As the appointed Electrical Engineering Manager, I delegate the responsibilities listed above and appoint the person above, to the position of Electrical worker at Vulcan Mine.</i>		
Name:	Signature:	Date:
Site Senior Executive Sign Off		
<i>As the appointed Site Senior Executive, I delegate the responsibilities listed above and appoint the person above, to the position of Electrical worker at Vulcan Mine.</i>		
Name:	Signature:	Date:

It is the responsibility of the High Voltage Electrical worker to ensure their Qualifications remain current. Expiration of either of these competencies render this appointment null and void.