COGPEM52 - SQA Unit Code FP4L 04
Prepare equipment in support of electrical engineering activities

Overview

This unit is about your competence in preparing equipment in order to carryout the maintenance of plant and equipment. You will be required to obtain and prepare the electrical equipment including making sure the safety arrangements are in place and report to the appropriate authority when completed. You will be following your organisation's safe working practices and working within the work permit procedures.

This unit deals with the following:

1 Prepare equipment in support of electrical engineering activities

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

Previous Version:

Adapted from Unit E3.4 of Process Engineering Maintenance NOS – version February 2004. This unit is a contextualised version of a unit produced by the OSC Eng Engineering Competence Standards which was originally designated ECS 2.13 which was originally designated MPS Elec 14.

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Performance criteria

You must be able to:

P1 work safely at all times, complying with health and safety and other relevant regulations and guidelines

P2 obtain all the required equipment and ensure that it is in safe and usable condition

P3 carry out the necessary preparations to equipment in line with work requirements

P4 make sure that required safety arrangements are in place to protect other workers from activities likely to disrupt normal working

P5 report completion of preparations in line with organisational procedures

P6 deal promptly and effectively with problems within your control and report those that cannot be solved

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Knowledge and understanding

You need to know and understand:

K1 you must have a working knowledge and understanding of what your responsibilities are in respect of Health, Safety and Environment. This should include the limits of your personal responsibility, your legal responsibility for your own health and safety and the health and safety of others

K2 you must have a working knowledge of the relevant regulations and the safe working practices and procedures required within your work area

K3 you must have a working knowledge and understanding of equipment preparation methods and procedures. This could be expected to include checking the working condition and operation of standard equipment, including safety checks and inspections

K4 you must have a working knowledge and understanding of the types of equipment which may be used. This could be expected to include fixed (machine) and or portable (hand or machine)

K5 you must have a working knowledge and understanding of what your responsibilities are for ensuring the security of tools and equipment that you use. This could be expected to include ingress protection ratings, explosion protection rating equipment, corrosion, portable appliance testing, heating and ventilation and permit systems

K6 you must have a working knowledge and understanding of your responsibilities with regard to the reporting lines and procedures in your working environment

Additional Information

Scope/range related to performance criteria

1 Level and extent of responsibility
In the context of this standard, responsibility extends to determining and then implementing the preparations necessary where specifications of requirements may be absent or incomplete in some way. In some cases, you may still be expected to refer to others for final authorisation, even though you remain responsible for identifying and implementing decisions.

2 Equipment safety checks
Equipment safety checks and inspections will be carried out to ensure that there are no obvious faults present, in accordance with company procedures.

3 Types of equipment to be prepared
Equipment to be prepared could include:
- 3.1 Protective clothing/equipment
- 3.2 Lifting & handling equipment
- 3.3 Access structures (typically ladders, steps, trestles, youngman boards, temporary staging, access hoists… “cherry-pickers”)
- 3.4 Process equipment
- 3.5 Tools
- 3.6 Safety equipment/harnesses
- 3.7 Temporary electrical supplies.

4 Types of equipment preparation
Equipment preparation could involve selection, inspection, changing settings or the calibrating as well as routine checks on its condition, operation, suitability and safety, in compliance with company procedures.

Scope/range related to knowledge and understanding

The Knowledge and Understanding levels expressed indicate the minimum level of knowledge and understanding sufficient to perform your role in a manner that would normally be associated with the minimum acceptable performance of a competent person undertaking your role.

The expression ”working knowledge and understanding” indicates you are able to:

1. Identify and apply relevant information, procedures and practices to your usual role in your expected working environments needing only occasional recourse to reference materials
2. Describe, in your own words, the principles underlying your working methods. This does not mean the ability to quote “Chapter and

	verse". Rather you must know what supporting information is available, how and where to find it and from whom to seek further guidance and information confirm any additional required detail
3	Interpret and apply the information obtained to your role, your working practice and in your expected working environment

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