



Course Catalog for Electrical

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Courses for our Electric Participants

Accident Investigation

This four-hour program includes information on collection of evidence, conducting interviews, and preparing written reports.

Advanced Transformer School

This program builds on the knowledge gained in the Basic Transformer School, which is a prerequisite for the program. Attendees of this program will receive instruction and hands-on training in advanced transformer theory, trouble shooting, and banking. This workshop is typically 16 hours over the course of three days and is usually scheduled for and is typically offered once each year in April.

Aerial Lift Training

Training for this program consists of an 8-hour, 1-day class. The first four hours are classroom instruction with a 10-minute break each hour. After a lunch break, the final four hours are hands-on training on an Altec Insulating Aerial Device. The topics we will present in this program are: 1. Safety Statements, Hand Signals and OSHA Regulations 2. Insulating Aerial Device Daily Unit Inspection 3. Traveling 4. Job Briefing 5. Unit Setup and Pre-Operational Inspection 6. Unit Operation 7. Material Handling 8. Load Capacity. 9. Conductor Handling and ISO Grip™ In between each section, we will ask a few questions to see how well you understand the material. After the last topic, you will be tested on all the information. Everyone will be hands-on evaluated on the aerial device to demonstrate the concepts learned in the classroom instruction.

Basic Transformer School

This program is designed to introduce employees to the basics of transformers; single-phase, three-phase and pad-mount. Instructors cover the design and manufacturing process, basic electrical theory, basic theory of vectors, three-phase theory, transformer installation and basic troubleshooting. The lab portion of the course provides hands-on instruction in building three-phase transformer banks. This workshop is typically 16 hours over the course of three days and is typically offered twice each year in February and again in November.

Bloodborne Pathogens Training

This course will review and refresh the employee's knowledge and understanding of Blood Borne Pathogens. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Bucket Truck Hotline School

This program is designed to meet the training requirements of OSHA for operator training of aerial devices and digger-derricks; and working on energized lines and equipment. Emphasis is placed on pre-operational inspection, proper set-up, capabilities, and limitations of equipment. Participants are instructed in proper use of cover-up materials for personal protection. Field

exercises include hands-on projects on simulated energized lines and structures common to electric distribution utilities. Various types of equipment are used for training of operators and linemen. This workshop is typically 16 hours over the course of three days and is typically offered in May.

[Confined Space Competent Person Training](#)

This course will introduce, review, and discuss hazards associated with entry and work in a confined space for the purposes of construction. This course will review the content of the regulations governing confined space entry. This program will also include field exercises to develop knowledge and physical skills. All employees will become knowledgeable of the content of 29 CFR 1926.1201-1213, the hazards, causes, and preventative measures associated with confined spaces in construction. Employees will have received classroom instruction, field training, and an assessment of knowledge retention and skill demonstration.

[CPR/AED/First Aid Certification](#)

This certification demonstrates that the holder has successfully completed a training course in the use and administering of emergency medical aid in the form of Cardiopulmonary Resuscitation (CPR); the purpose and use of an Automatic Electronic Defibrillator (AED), and in application of basic First Aid techniques.

[CPR/AED First Aid Instructor Development Course](#)

Using a blended training approach, the IDC combines an initial online learning session to develop cognitive understanding, followed by a single-day, in-person classroom session for practicing instructional skills. Individuals must be at least 17 years old and hold current provider certification and/or demonstrated competency in layperson adult, child, and infant CPR, AED, and first aid. Successful completion of the IDC by itself does not authorize an instructor candidate to conduct training courses and issue certification cards. Candidates who have successfully completed the IDC must affiliate with an approved Training Center which will submit an application for instructor authorization. Instructor candidates can also establish their own Training Center.

[Digger Derrick Training](#)

Training for this program consists of an 8-hour, 1-day class. The first four hours are classroom instruction with a 10-minute break each hour. After a lunch break, the final four hours are hands-on training on an Altec Digger Derrick. The topics we will present in this program are: 1. Safety Statements, Hand Signals and OSHA Regulations 2. Digger Derrick Daily Unit Inspection 3. Traveling 4. Job Briefing 5. Unit Setup and Pre-Operational Inspection 6. Unit Operation 7. Material Handling 8. Load Capacity 9. Digger Operation In between each section, we will ask a few questions to see how well you understand the material. After the last topic, you will be tested on all the information. Everyone will be hands-on evaluated on the aerial device to demonstrate the concepts learned in the classroom instruction.

Drug Free Workplace for Employees Training

This course will review and refresh the employee's knowledge and understanding of the Drug Free Workplace Standard and associated policies. This course will fulfill the required one hour of annual awareness training for all employees required by the standard. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Drug Free Workplace Training for Supervisors

This course will review and refresh the employee's knowledge and understanding of the Drug Free Workplace Standard and associated policies. This course will fulfill the required two-hour annual training for all supervisors required by the standard. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Emergency Action Plan

This course will review and refresh the employee's knowledge and understanding of an Emergency Action Plan. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Emergency Communications

All employees will be able to properly identify and discuss the aspects of an effective communication plan in the event of an emergency and should know their role should an emergency occur. Following the guidelines set forth by owner's manual, safety rule manual, and company policy is highly recommended.

Flagging Certification

This course provides guidance and training for field personnel, such as maintenance crews and utility crews in the planning, selection, application, and operation of flagging procedures as they apply to short-term work zones. The course material was developed with regards to typical short-term maintenance and utility activities. The training covers the applicable standards for work zone protection as contained in Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD), as well as addressing liability issues of highway agencies, utilities, and individuals. However, the emphasis is on appropriate flagging procedures, duties, and performance of the Flagger. Each attendee successfully completing the course will receive a Carry Card identifying them as a trained Flagger. This certification is valid for two years. The certification is recognized by TDOT and meets their requirements for Flaggers.

Forklift Operator Training

Learners that complete this course will display the ability to recognize the forklift's instruments and controls, common hazards associated with forklift operation and OSHA-required safe work practices for forklift operation. Students who complete this course receive a completion card in compliance with CFR 1910.178.

Foreman/Supervisor Conference

This conference is designed to provide foreman and supervisors with knowledge to better execute their responsibilities to their employees, customers, and the utility. Employee and general public safety are emphasized by providing professional presentation of various topics, such as, the National Electric Safety Code, Work Zone Protection, OSHA Standards and ANSI/ASTM Standards to name a few. The program varies from one conference to the next with professional speakers from the National Electric Safety Council, National Utility Training, Safety and Education Association, Tennessee OSHA, and from mid and upper management of electric utilities. People and supervisory skills are also emphasized to improve motivation, leadership, and problem-solving abilities. This conference is typically 16 hours over the course of three days and is typically offered in early January.

Hazard Communication/Globally Harmonized System Training

This course will review and refresh the employee's knowledge and understanding of the Globally Harmonized System (Hazard Communication/Right-to-know). Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

Job Briefings

This course will review and refresh the employee's knowledge and understanding of an effective Job Briefing and the importance of conducting thorough Job Briefings before each different job. Topics covered include but are not limited to applicable State and Federal Regulations, review of general best work practices, and discussion of company policy regarding this topic. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with topics addressed in the programs used.

OSHA 10 Hr. Construction with ET&D Endorsement

This OSHA-accredited course provides an overview of OSHA construction safety regulations, with an emphasis on OSHA regulations for electric generation, transmission, and distribution equipment and systems (1910.269 and 1926 Subpart V). The OSHA 10-hour course is intended for line workers and supervisory employees. (Certification: Students who complete this course receive an official OSHA card featuring the Partnership logo.)

OSHA 30 Hr. Construction

The OSHA 30 Hour Construction Industry Outreach Training course is a comprehensive safety program designed for anyone involved in the construction industry. Specifically devised for

safety directors, foremen, and field supervisors; the program provides complete information on OSHA compliance issues. OSHA recommends Outreach Training Programs as an orientation to occupational safety and health for workers covered by OSHA 29 CFR 1926. Construction workers must receive additional training, when required by OSHA standards, on specific hazards of the job. Upon successful completion of the course, participants will receive an OSHA 30-Hour Construction Outreach DOL course completion card.

Personal & Vehicle Grounding

This course will train the employee on proper grounding techniques, whether dual point or equal potential grounding. These techniques will address both personal and vehicle grounding as well as requirements, techniques, and hazards associated with both overhead and underground situations.

Pole Top and Bucket Truck Rescue Training

This course will train employees on safe pole top rescue and bucket truck rescue techniques. The employee will be able to identify a lineman in distress and carry out a safe rescue. This will include being trained to perform a set of procedures in methodical steps from identifying a lineman in distress, performing the proper may day procedures, removing the distressed lineman from the pole or bucket truck, and starting CPR until trained emergency rescue personnel can get to the scene.

Regulator/Recloser School

Conducted by Cooper Power Systems, this program covers voltage regulator installation, controls, maintenance, and troubleshooting. Emphasis is placed on hands-on training with CL model controls. CL-Control training modules are used extensively during training. Recloser training; Distribution System Protection, includes installation, controls, maintenance and troubleshooting sectionalizers, single-phase and three-phase reclosers and fusing. Training on ML type controls provided with Control Training Modules. This workshop is typically 16 hours over the course of three days and is typically offered in August.

Rubber Gloves/Sleeves Care & Use

This course will introduce, review, and discuss hazards associated with proper use and care of rubber gloves. This will also show how rubber gloves are tested using one testing lab as an example, though there are several labs, and this is just one. This program will also show the consequences of not using your rubber gloves and not inspecting them regularly. All employees will become knowledgeable of the common hazards, causes, and preventative measures associated with proper use, care, and inspection of rubber gloves.

Substation School

This program is designed for the lineman or employee who does not work in substations routinely. Emphasis is placed on safety during switching operations and restoration of service during outages. Basic instruction of substations, relays, identifying targets, removing circuit breakers from service, paralleling circuit breakers, pre-planned switching and emergency switching are some of the areas covered. Extensive hands-on training is stressed to instill

confidence in the employee to use a methodical approach to troubleshooting and service restoration. This workshop is typically 16 hours over the course of three days and is usually scheduled for and is typically in September.

Trenching & Excavation Competent Person Training

This course will introduce, review, and discuss hazards associated with entry and work in a trenching and excavation for the purposes of construction. This course will review the content of the regulations governing trenching, shoring, and excavation. This program will also include field exercises to develop knowledge and physical skills. All employees will become knowledgeable of the content of 29 CFR 1926.650, the hazards, causes, and preventative measures associated with confined spaces in construction. Employees will have received classroom instruction, field training, and an assessment of knowledge retention and skill demonstration.

URD School

This program is designed for employees responsible for installation, maintenance and troubleshooting underground distribution systems. Instructors provide training on termination of URD cable, load-break and non-load break elbows, outdoor terminator preparation and installation. We review installation of URD cable, direct buried and trenching/excavating equipment to meet OSHA training standard. Cable and fault locating techniques and equipment. Attendees receive instruction in tagging methods that can be used to identify circuits. Emphasis placed on hands-on training and field projects. This workshop is typically 16 hours over the course of three days and is usually scheduled for and is typically offered once each year in October.