

Reference No.																		
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SELF-ASSESSMENT GUIDE

Qualification:	ELECTRIC POWER DISTRIBUTION OPERATION AND MAINTENANCE NC IV			
Units of Competency covered:	<ul style="list-style-type: none"> • Perform onsite assessment and testing of installed electric distribution line equipment and devices • Troubleshoot faults and implement solution on electric power distribution system • Supervise operation and maintenance on electric power distribution system 			
Instruction: Read each question and check the appropriate column to indicate your answer.				
Can I?			YES	NO
PERFORM ONSITE ASSESSMENT AND TESTING OF INSTALLED ELECTRIC DISTRIBUTION LINE EQUIPMENT AND DEVICES				
• Interpret work instructions/inspection forms/staking sheets according to job requirements				
• Identify the uses of distribution line tools, equipment, and hardware/materials in accordance with construction specifications *				
• Demonstrate toolbox meeting with the line crew according to distribution utility procedures *				
• Assess and evaluate electric distribution line in accordance with standard construction specifications *				
• Assess and evaluates equipment and devices in accordance with standard installation and connection specifications *				
• Fill-up forms/staking sheets after onsite assessment *				
TROUBLESHOOT FAULTS AND IMPLEMENT SOLUTION ON ELECTRIC POWER DISTRIBUTION SYSTEM				
• Secure and interprets work instructions according to job requirements				
• Identify and uses needed distribution line tools, equipment, and hardware/materials in accordance with construction specifications *				
• Demonstrate toolbox meeting with the line crew according to electric utility procedures *				
• Assign/deploy line crews to different line section for troubleshooting of affected distribution line *				
• Assess and evaluate electric distribution line in accordance with standard construction specifications *				
• Interpret fault indicators and relay error codes based on the results *				
• Conduct appropriate tests to establish fault condition to major component level using appropriate test equipment, procedures, and techniques *				

• Discuss how to isolate/sectionalize affected distribution line in accordance with standard operating procedures (SOP) *		
• Document results of carried out assessment in accordance with electric utility procedures		
• Discuss how to repair faulty condition on distribution line using appropriate tools, equipment, and techniques to meet the standard specifications *		
• Discuss replacement of defective/damaged equipment and materials in accordance with standard specifications *		
• Discuss restoration/re-energization of affected distribution line in accordance with SOP *		
SUPERVISE OPERATION AND MAINTENANCE ON ELECTRIC POWER DISTRIBUTION SYSTEM		
• Secure and interpret work instructions according to job requirements		
• Demonstrate how to direct line crew to line work following plan and specifications *		
• Monitor and optimize usage of resources per job requirements *		
• Recognize contingency situations and takes corrective actions in consultation with immediate supervisor *		
• Describe how to carry out instructions from immediate supervisor accordingly		
• Analyze results of carried out distribution line assessment, evaluation, and tests in accordance with electric utility procedures *		
• Recommend preventive maintenance schedule based on the test results during assessment and evaluation *		
• Discuss adherence to approved maintenance work schedule to ensure completion on time in accordance with technical specifications requirement *		
• Make final checks to ensure that work conforms with instructions and job requirements *		
• Describe how to report to the immediate supervisor upon work completion		
• Prepare completion report according to work requirements		
• Ensure that tools, equipment, and any excess resources are cleaned, checked, and returned to storage area in accordance with standard operating procedures		
OBSERVE GOOD HOUSEKEEPING, WORK SAFETY AND HEALTHPRACTICES		
• Identify and follows relevant occupational health and safety requirements following job specifications and/or electric utility procedures		
• Obtain and use personal protective equipment (PPE) following job requirements		
• Observe occupational work safety procedures based on job requirements		
• Perform housekeeping procedure in line with established procedure		

<ul style="list-style-type: none"> Ensure that work area is cleaned up and made safe in accordance with OSH requirements 		
<p>I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p>		
<p>Candidate's Name and Signature</p>	<p>Date</p>	

NOTE: *Critical aspects of competency