

Safely isolating and re-establishing electrical supplies

Course handbook



Introduction

Cert-ain Certification Ltd. is a certification body accredited by the regulatory authorities to offer a range of qualifications for operatives working in the building services engineering sector.

The Cert-ain Certification Ltd. qualifications are designed to be user-friendly for both the assessment centres delivering them and the candidates undertaking them. Our aim is to keep things as simple as possible whilst at the same time, maintaining the highest possible industry standards.

Our qualifications are designed to encourage learning and achievement, providing operatives with the appropriate knowledge and skills to help them progress in their chosen career.

Safely isolating and re-establishing electrical supplies

The aim of this handbook is to provide the necessary information for those wishing to complete the safely isolating and re-establishing electrical supplies course.

The handbook also aims to provide assessment centres with details of the requirements for delivering the course.

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Safely isolating and re-establishing electrical supplies

Summary

The course is primarily designed for plumbers, gas engineers and heating installers who need to carry out safe electrical isolation and re-establishment procedures as part of their work.

The course normally takes half a day to complete and those individuals successfully completing the course shall be recognised as being competent against the assessment criteria listed on page 4.

All successful individuals will be issued with a Cert-ain Certification Ltd. certificate of competence.

Eligibility

Individuals wishing to undertake the course should possess **one** of the following qualifications:

- Cert-ain Certification Gas Diploma (Gas Safety)*
 - Domestic ACS CCN1*
 - OFTEC 10-101*
 - N/SVQ Level 2 or 3 in plumbing*
 - N/SVQ Level 2 or 3 in heating and ventilating*
 - N/SVQ Level 2 or 3 in gas installation/maintenance*
 - N/SVQ Level 2 or 3 in oil-fired technical services*
- *or equivalent

Individuals with any disabilities that may affect their ability to successfully complete the course should inform the assessment centre on application. Assessment centres shall consider any reasonable requests for any aids or equipment that are designed to alleviate any disability providing that the required assessment standard is not compromised.

Training

Assessment centres deliver a training programme focussing on the contents of a number of key 'normative' documents, which are freely downloadable from the internet. The training programme is designed to help operatives to prepare for the assessment process.

Reference material

The reference material used for the training and assessment:

- Memorandum of guidance on the Electricity at Work Regulations 1989
- Building Regulations Approved Document P
- HSE GS38 Electrical test equipment for use on low voltage systems
- Electricity Safety Council Best Practice Guide No 2. (Safe isolation)

Assessment criteria

Knowledge

	In relation to undertaking work on appliances and associated systems, you will know and understand:
1	the characteristics of basic electrical circuits
2	when it is appropriate to apply the safe electrical isolation procedures

Performance

	In relation to undertaking work on appliances and associated systems, you will be able to:
1	select the appropriate test equipment
2	inspect electrical test equipment for safe operation prior to use
3	carry out safe isolation of individual circuits
4	measure and interpret voltage and resistance readings to ensure that it is safe to establish/re-establish the electrical supply

Assessment process

Operatives will be required to successfully complete a practical assessment that will take approximately 30 minutes to complete. The pass-rate is 100%, operatives are allowed up to 3 attempts.

Practical

1. The pass rate for the assessment is 100%
2. If the candidate does not achieve 100% on the first attempt, they will be allowed a second attempt at the tasks that they failed to complete successfully
3. If the candidate does not achieve 100% on the second attempt, at the assessors' discretion, they will be orally questioned by the assessor to establish their competence
4. Candidates not achieving 100% after oral questioning will be deemed to be unsuccessful
5. Unsuccessful candidates will be required to retake the assessment in its entirety

Assessors

Assessors shall be approved by Cert-ain Certification Ltd. They must be occupationally competent and hold a current relevant electrical qualification.

Assessors must also hold one of the following assessor qualifications:

- D32 or A1
- Level 3 certificate 'assessing vocationally related achievement' or suitable equivalent

Internal verifiers

Internal verifiers shall be approved by Cert-ain Certification Ltd. They must be occupationally competent and hold or be working towards one of the following internal verifier qualifications:

- D34 or V1
- Level 4 award 'internal quality assurance of assessment processes and practice' or suitable equivalent

Centre approval

All centres delivering the qualifications are subject to approval and monitoring to ensure that they have the appropriate personnel and facilities in place to deliver a fair and impartial training and assessment process.

The Cert-ain Certification Ltd. external verifier shall carry out quality assurance of the training, assessment and internal verification process. This includes sampling of:

- training and assessment facilities
- candidate records
- assessment decisions

External Verifiers

External verifiers shall hold or be working towards one of the following qualifications:

- D35 or V2
- Level 4 certificate 'external quality assurance of assessment processes and practices' or suitable equivalent

Contact details

If you would like any further information relating to the Cert-ain Certification Ltd. qualifications, please contact:

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