

## Course Outline & Enrolment

**Course Name: Conduct In-Service Safety Testing of Electrical Cord Assemblies and Cord Connected Equipment**

**Course Unit #: UEENEEP008B**



**Course Cost: \$375.00 GST exempt**

### **Course Objectives:**

To provide the participant with the resources to operate a Portable Appliance Tester (PAT) competently in the testing of portable appliances in accordance with Occupational Health and Safety Act, Regulation, Australian Standard 3760:2003 and Code of Practice: Electrical Practices For Construction Work.

### **Outcomes:**

- 1 Understand how the OH&S reg 2001, the AS/NZS 3760, Codes of Practice and other Workcover NSW guidance applies to electrical equipment used in the workplace.
- 2 Understand the limitations of their training and not to attempt to test equipment they have not been trained to do.
- 3 Knowing how to use a PAT properly, interpret and record the results for compliance with the OH&S Reg and AS/NZS 3760.
- 4 Able to carry out a visual examination of electrical equipment in accordance with AS/NZS 3760
- 5 Being able to carry out earth continuity, insulation resistance and earth leakage tests on electrical equipment in accordance with AS/NZS 3760.
- 6 Able to distinguish between Double insulated equipment and equipment that is protectively earthed (class 1) identify the appropriate test for each type.

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Course is delivered by The Change Network – A Registered Training Organisation No. 90299

[www.changenetwork.com.au](http://www.changenetwork.com.au)

PO Box 211 Botany NSW 1455 Tel: (02) 9557 1900 Fax: (02) 9289 3790 Email: [tcn@changenetwork.com.au](mailto:tcn@changenetwork.com.au)

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web site: [www.scef.com.au](http://www.scef.com.au)

Version: 1.0

e-mail: [mevans@bordernet.com.au](mailto:mevans@bordernet.com.au)

To be deemed “Competent Person” as stated in the Australian Standard 3760:2003. NSW Electrical Practices for Construction Work Code of Practice and Occupational Health & Safety Regulations. The participant will be required to successfully complete several tasks to show they have met the level required.

### Assessment Tasks:

#### 1 Theory –

- OH&S REG clause 64 & 65
- AS/NZS 3760 In-service safety inspection and testing of electrical equipment
- NSW Electrical Practices for Construction Work Code of Practice
- Basic Electricity Theory.

#### 2 Practical –

- Determine the different classes of electrical equipment.
- Visually inspect the electrical equipment
- Apply the relevant test for the item being tested, using a Portable Appliance Tester (PAT).
- Complete documentation on the results of the inspection & test.

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**Course Time Frame: 1 Day - 4 sessions**

<b>Registration</b>	<b>8.15 am</b>
<b>Session 1</b>	<b>8.30am – 9.30am</b>
	Regulations (OH&S, Code of Practice & Australian Standards) Basic Electricity 1 <sup>st</sup> Written Assessment
<b>Morning Tea</b>	<b>9.30am – 9.45am</b>
<b>Session 2</b>	<b>9.45am – 12.00 noon</b>
	Classes of Equipment Visual and Physical Inspections Tests required using a PAT Non-Compliant equipment (documentation) Compliant Equipment (documentation) Australian Standards timeframe 2 <sup>nd</sup> Written Assessment
<b>Lunch</b>	<b>12.00noon – 12.45pm</b>
<b>Session 3</b>	<b>12.45 – 2.45 pm</b>
	Distinguishing the difference between Class1 & Class 2 equipment Inspecting equipment for faults Practical demonstration in using a PAT Practice using a PAT to locate faults Filling out a Log Book Practical demonstration on testing RCD's
<b>Afternoon Tea</b>	<b>2.45pm – 3.00pm</b>
<b>Session 4</b>	<b>3.00pm - 5.00pm</b>
	Practical Assessment Assessment Results Debriefing and Evaluation of Course
<b>Close</b>	

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## ENROLMENT FORM

Please print, complete and FAX to (02) 44436142 or  
**Mail To: South Coast Electrical Testing P/L, 212 Island Pt Rd St Georges Basin NSW 2540 or**  
**Email To: [mevans@bordernet.com.au](mailto:mevans@bordernet.com.au) - Contact Phone 0412 481 271**

<b>Course Venue Date</b>	<input type="radio"/> Nowra / / 2010	<input type="radio"/> Wollongong / / 2010
<b>Package Option</b>	<input type="radio"/> Test & Tag Course Only - \$375 GST exempt Morning tea & Lunch included <input type="radio"/> Course Package 1 (Course, Kyoritsu 6201A) - \$1365 incl GST <input type="radio"/> Course Package 2 (Course, Seaward PAC3760 plus) - \$1365 incl GST	
<b>Bank Transfer</b>	<input type="checkbox"/> <b>Cheque Enclosed Payable to : <i>South Coast Electrical Testing P/L</i></b>	
	<input type="checkbox"/> <b>Electronic Funds Transfer</b> IMPORTANT Please use your Name as Bank Reference Failure to provide details may result in delays processing your payment.	<b>ABN 93 143 442 101</b> <b>Name of Bank – Commonwealth Bank</b> <b>Account Name – South Coast Electrical Testing P/L</b> <b>BSB (Branch) Number – 062 762</b> <b>Account Number – 1003 4687</b>
<b>Credit Card Payment</b>	<b>Card #</b> _ _ _ _ _ <b>Security #</b> _ _ _ _ <b>Expiry date</b> _ _ / _ _ <b>Name on Card</b> _____ <b>Signature</b> _____	<input type="checkbox"/>   <input type="checkbox"/> 
<b>Organisation</b>	<b>PO Address</b>	
<b>Contact Name</b>	<b>City</b>	<b>Post Code</b>
<b>Phone</b>	<b>Fax</b>	<b>Email</b>
<b><u>Attendee Details</u></b>		
<b>Given Name</b>		<b>Family Name</b>
<b>Attendee Contact Details (Phone, etc)</b>		<b>Email</b>

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## ***Important Notice***

**Notification of enrolment** will be sent on receipt of your application and payment, along with a Tax Invoice. Payment in full or other arrangements must be received 5 business days prior to the commencement of the course to secure your place. If course numbers allow late bookings will be taken to make arrangements please phone us on **0412 481 271**. Cancellations will be refunded if received in writing 3 business days prior to the commencement of the course. For cancellations notified less than 3 business days before the event, no refund will be given. Change of person attending the course will be allowed, please phone us for details. If payment is not received in accordance with our payment terms South Coast Electrical Testing reserves the right to withdraw your registration.

**Please Note:** Whilst there is every intention to run the course as advertised, South Coast Electrical Testing reserves the right to cancel a course due to insufficient numbers or circumstances beyond our control. Should this occur, refunds will be made in full or an alternative course date will be offered. South Coast Electrical Testing reserves the right to make changes to the course content.

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