

# Power Line Hazards Certification Training Standard



The Occupational Health and Safety (OHS) Regulations, 2012, section 483, states a person shall not operate a mobile crane, boom truck or similar equipment without having first completed a safety training program on power line hazards as prescribed by WorkplaceNL.”

This standard provides minimum criteria for the development and delivery of power line hazards certification training programs. It was developed in consideration of research findings and the OHS Regulations, sections 477 to 510.

This certification training standard applies to:

- a) A worker who is required under legislation to complete certification training in power line hazards (operators of a mobile crane, boom truck or similar equipment);
- b) An employer who employs a worker who is conducting power line hazards certification training programs (training provider); and
- c) A person who is delivering power line hazards certification training programs (trainer).

Policy HS-03 Occupational Health and Safety Certification Training provides additional information regarding the approval process for training providers and trainers, program delivery, documentation and administration, quality assurance audits and investigations, program integrity and delivery, non-compliance and appeals.

## 1. Approval of Power Line Hazard Training Providers

Training providers must apply and be approved by WorkplaceNL to deliver power line hazards certification training.

The Workplace Health, Safety and Compensation Act, 2022 requires all employers performing work (directly or through a contract) in Newfoundland and Labrador to register with WorkplaceNL. All certified training providers who employ workers or contract work must comply with the registration, reporting and payment requirements of WorkplaceNL. Training providers will be checked for compliance with these requirements and those who do not comply will be denied certification as a training provider.

WorkplaceNL may approve and register power line hazards certification training providers if they satisfy criteria with respect to:

1. Competent power line hazards trainer(s);
2. Delivery of power line hazards certification training that meets the Power Line Hazards Certification Training Standard;
3. Documentation, record keeping and adherence to administrative requirements of WorkplaceNL; and
4. Maintaining program integrity and delivery.

To maintain approval, power line hazards training providers must ensure that trainers deliver a minimum of one power line hazards certification training programs each calendar year.

## 2. Approval of Power Line Hazards Trainers

Trainers must be approved by WorkplaceNL to deliver power line hazards certification training. To be approved the trainer must:

- a) Meet the minimum criteria;
- b) Be affiliated with a training provider; and
- c) Pass a trainer assessment as prescribed by WorkplaceNL

The following is the minimum criteria to be considered for power line hazards trainers:

- a) High school diploma or equivalency;
- b) OHS education, experience and training:
  - i. Safety designation;
  - ii. Post-secondary OHS certificate or diploma; or
  - iii. Five years demonstrated safety knowledge and competency.
- c) Two years demonstrated relevant field experience (working on or near power lines);
- d) Adult education experience:

- i. Proof of certification in adult education or training principles; or
- ii. Two consecutive years instructing adult learners with a minimum of three courses instructed each year.
- e) Current certification in power line hazard certification training from an approved training provider;
- f) “Competent” and “qualified” as defined by the OHS Regulations in the applicable standard;
- g) Proficient knowledge of OHS Regulations and related Canadian Standards Association (CSA) Standards that have been adopted by the province.

To deliver virtual training, trainers must complete the Virtual Certification Training Request Form and receive approval from WorkplaceNL.

Each trainer must deliver a minimum of one power line hazards certification training program each calendar year. WorkplaceNL may suspend or decertify a trainer, at any time, in circumstances where it becomes satisfied that:

- a) A trainer failed to deliver training that meets WorkplaceNL's certification training standard;
- b) A trainer has failed a quality assurance assessment; or
- c) A trainer has breached the Certification Training Code of Ethics.

### **3. Delivery of Power Line Hazards Certification Training as prescribed by WorkplaceNL**

Training providers who offer power line hazards certification training programs must ensure that trainers deliver training according to WorkplaceNL's Power Line Hazards Certification Training Standard and use the training materials and delivery method prescribed by WorkplaceNL.

All power line hazards certification training curriculums must be approved by WorkplaceNL. Any changes made to the power line hazards training program must be approved by WorkplaceNL.

Training must be a minimum of four hours in duration, with a maximum class size of 15. Any deviation from the training duration must be approved by WorkplaceNL prior to training. However, the length of training may be increased to accommodate workers with language barriers and complex work requirements.

### 3.1 Learning Outcomes

By the end of the power line hazards training, training participants will demonstrate their understanding and discuss:

- a) The importance of power line hazards training;
- b) The internal responsibility system;
- c) Employer, supervisor and worker responsibilities for occupational health and safety;
- d) The three rights of workers;
- e) Identification of the main utility owners in the Newfoundland and Labrador;
- f) The components of the electrical infrastructure (power lines, generation, transmission, substations, distribution, pole-mounted transformer, pad-mount transformer);
- g) The characteristics of electricity;
- h) The effects of electricity;
- i) Power line OHS Regulations, Sections 483, 498, 499 and 500;
- j) Common hazards when working near power lines;
- k) Hazard assessment;
- l) Permit requirements; and
- m) Power line contact response.

### 3.2 Adult Learning Principles

Program design, content and activities must demonstrate adult learning principles and include theory and practical components.

### 3.3 Comprehension Level

Power line hazards certification training programs must be designed for a general audience and have a comprehension level in the range of grade five to grade eight with the exception of necessary technical terms. Plain language should be used and accommodation made for the varying literacy levels of participants.

### 3.4 Teaching Materials and Aids

Training participants must be provided with appropriate learning guides and workbooks that are based on the learning outcomes of the Power Line Hazards Certification Training Standard. Reference materials must be provided to training participants after the successful completion of the training program for support in workplace activities.

Programs must involve a variety of learning activities that are appropriate and suitable for all training participants such as case studies, role plays, simulations, brainstorming, group discussions and self-evaluation or feedback.

### 3.5 Evaluation Methods

Trainers must complete ongoing evaluation throughout training to ensure training participant learning outcomes are achieved. Training participants must complete knowledge checks at various points to confirm their knowledge and understanding of the material covered.

### 3.6 Evaluation and Feedback

Trainers are required to provide and collect training evaluation forms for all training participants. These forms must be retained by the trainer or training provider for five years. WorkplaceNL may request copies of training participant evaluation forms as part of a quality assurance evaluation.

### 3.7 Recertification

Recertification is required every three years from the date of initial certification. It is the responsibility of the training participant to register and participate in certification training programs every three years.

## **4. Documentation, record keeping and adherence to administrative requirements of WorkplaceNL**

Power line hazards certification training providers must maintain records of trainers and power line hazard certification training programs by:

- a) Collecting and maintaining records of training participants in accordance with law and for a minimum of 5 years;
- b) Collecting and maintaining records of competent and qualified trainers including their names and contact information, education level, training experience, and background in OHS education and training in accordance with law and for a minimum of 5 years;
- c) Submitting training participant records as prescribed through WorkplaceNL's Certification Training Registry;
- d) Developing and implementing internal quality assurance systems to ensure trainers are following the Power Line Hazards Certification Training Standard;
- e) Providing WorkplaceNL with participants' evaluations forms upon request for quality assurance purposes;
- f) Submitting any information regarding the power line hazards certification training program to WorkplaceNL as a means of measuring the effectiveness of WorkplaceNL in meeting its objectives; and
- g) Following WorkplaceNL's administration processes for delivery of certification training.

If a training provider elects to issue a certificate of attendance to a training participant, the document must clearly indicate the type of certification training, the name of the training provider and trainer, the training participant's name, date of successful completion, and date of expiry. The official record of certification will be located in WorkplaceNL's Certification Training Registry.

### **5. Maintaining Program Integrity and Delivery**

To ensure the integrity of the power line hazards certification training, training providers and trainers must strictly adhere to the content of the Power Line Hazards Certification Training Standard and the approved training program.

To ensure the certification training standard is met and maintained, WorkplaceNL may:

- Conduct random quality assurance evaluations;
- Investigate information and allegations of non-compliance;
- Review participant evaluation forms;
- Receive and respond to concerns; and
- Review administrative processes used by training providers and trainers.

According to Policy HS-03 Occupational Health and Safety Certification Training, the status of a certified training provider or trainer may be revoked or suspended if WorkplaceNL has reason to believe the certification training standard is not being met.