

2025 Update

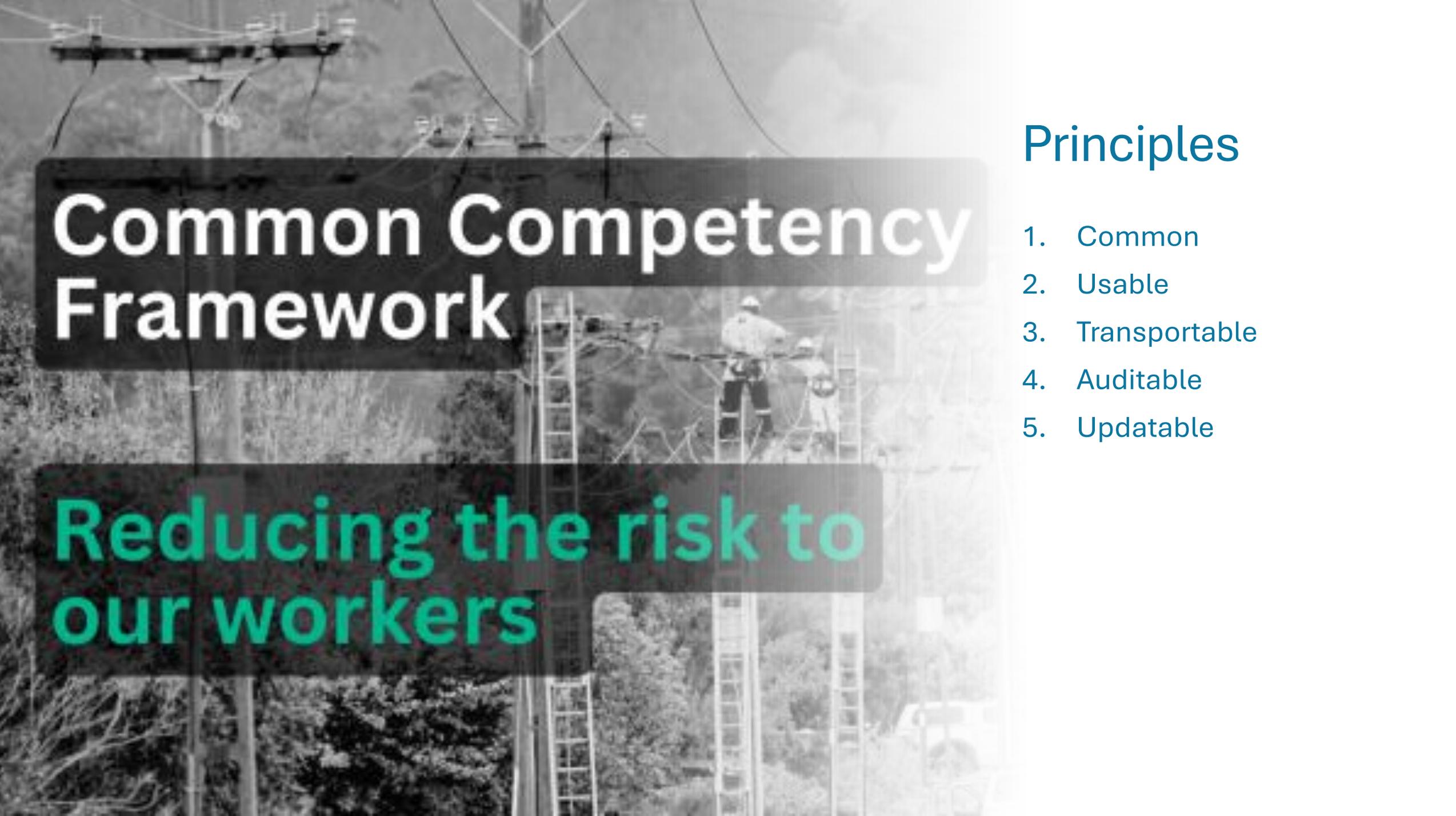
# Common Competency Framework (CCF)





# Purpose

- The (CCF) sets the minimum levels of knowledge, skills, and experience
- The purpose of this framework is to reduce risk to workers and the public
- A common set of competencies is more efficient and cost-effective when workers and contractors are moving between businesses
- Increasingly important in emergency situations
- Developed in 2018
- Maintained and updated regularly



# Common Competency Framework

Reducing the risk to our workers

## Principles

1. Common
2. Usable
3. Transportable
4. Auditable
5. Updatable

# Governance Group

- The purpose of the GG is to ensure that the CCF remains effective throughout its lifetime
- Provides oversight over its management (including administration, review, and improvement) and ensures that the management of the CCF is consistent with the agreed principles
- Independent Chair – Ken Stirling
- Representation from:
  - ENA, EEA, PowerNet, WEL Networks, Horizon Energy, Powerco, Scanpower, Connetics, Lines & Cables, and a Consultant



# User Working Group

- A body established to represent all participating and prospective organisations and ensure the relevancy of the CCF over time
- Review the CCF and recommend amendments to the Governance Group
- Chair – Mark Keller, WEL Networks
- Representation from:
  - Firstlight Network (Clarus), Horizon Energy, Northpower, Powerco, Scanpower, The Lines Company, Top Energy, Aurora Energy, Delta, EA Networks, MainPower, Marlborough Lines, Network Waitaki, PowerNet, Westpower – Electronet, Waihanga Ara Rau, Connexis and EEA

# Revisions

- Version 1.7
- Update to 2. Minor Works Management (Including Live Low Voltage Permit Recipient & Permit Issuer)
- Update to 4. Vegetation (Ground Worker, Climber, Sprayer & changes to Felling)
- Review of 6. Overhead Works
- Review of 7. Underground Works
- Update to 8. Switching (Including Low Voltage switching & bonding)
- Update to 10. High Voltage Supply Electrician (Inspection, Maintenance, Construction & Commissioning)

# Knowledge and Skills

- Unit (skill) standards and subsequent standards or demonstrate equivalent knowledge and skills.



8AEP - LV Switching Operator



8BEP - Overhead Level 1 (Basic)



8BQP - Overhead Level 1 (Basic)



8CEP - Overhead Level 2



6AQP - Overhead Low Voltage De-energised Works



6BEP - Overhead LV Live Working



6CEP - High Voltage De-energised 11kV to 33kV



6DEP - High Voltage De-energised 33kV and Over



7AEP - Cable Laying



7AQP - Cable Laying



7BEP - Cable Location



7BQP - Cable Location

# Knowledge and Skills

- Clear alignment to the framework must be proven



## ON-SITE OBSERVATION ASSESSMENT

8B	<b>Overhead Level 1 Switching Operator</b>
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<b>Purpose</b>	Operate manually operated air break switches, dropouts, links and application of portable earths in the electricity supply industry.
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Activity:	Date:
Employee:	Years of experience:
Assessor:	

On-site Observation Assessment is to be completed when a worker has been trained and has undergone sufficient experience in the discipline (under supervision) that demonstrates to the employer that the worker is competent to undertake or carry out the activity.

### Outcomes and Performance Criteria

#### Outcome 1

Demonstrate knowledge of air break switches, dropouts and links commonly used in electricity supply systems.

#### Performance Criteria

1. Switchgear types used in electricity supply networks are described in terms of air break, expulsion fuses, links, circuit breakers (oil, SF6, vacuum), fuse switches, isolators, and fuses.	<input type="checkbox"/>
2. The purpose of switching on the electricity network is described in terms of isolation, disconnection, transfer of load, fault finding, earthing, testing, and parallels.	<input type="checkbox"/>
3. Understands all safe work procedures relating to air break switches, dropouts and links. <a href="#">SWP-0088 Working with horizontal ABS frames</a> <a href="#">SWP-0271 High Voltage Switching Pole Top Devices</a> <a href="#">SWP-0272 EDO (expulsion fuse) operation</a>	<input type="checkbox"/>
4. The switchgear numbering system is described for air break switches, dropouts and links.	<input type="checkbox"/>



#### Outcome 2

Identify and communicate switchgear status.

#### Performance Criteria

1. Air break switches correctly identified.	<input type="checkbox"/>
2. Dropout and Links correctly identified.	<input type="checkbox"/>
3. Earthing procedures correctly identified.	<input type="checkbox"/>

#### Outcome 3

Operate electrical switchgear.

#### Performance Criteria

1. Manually operated air break switches, dropouts and links operation is carried out in accordance with industry safety rules, company procedures, and ensuring that security of supply is maintained.	<input type="checkbox"/>
2. Switching sequences to operate equipment are carried out in accordance with SYSCON.	<input type="checkbox"/>

#### Outcome 4

Test and apply portable earths.

#### Performance Criteria

1. Can demonstrate testing to prove de-energised using the prove-test-prove method.	<input type="checkbox"/>
2. Application of portable earths is carried out in accordance with industry safety rules, company procedures.	<input type="checkbox"/>
3. Can explain the difference between issuer and recipient applied earths and the requirements for each.	<input type="checkbox"/>
4. Can explain the operational restrictions for spider earths. <a href="#">SWP-0166 Methodology for safe use of spider earths</a>	<input type="checkbox"/>
5. WEL Safety Alert - Rusted bolts in fused ABS frames March 2019 can be accessed via the following link: <a href="https://welecm.welnet.co.nz/otcs/llisapi.dll/Overview/8908601">https://welecm.welnet.co.nz/otcs/llisapi.dll/Overview/8908601</a>	<input type="checkbox"/>



### On-Site Assessment Evaluation

Assessor to provide specific comments on task observed

Tick applicable box when complete

**Competent**  
Update competency management system

**Not Yet Competent**  
Assess results and determine if more practice, experience and on job training is required  
Notify supervisor and rebook on-site observation assessment for employee

#### Supporting Evidence

At least one of the following pieces of evidence must be provided to support this on-site observation assessment:

- Safe Job Start
- Photograph of employee undertaking activity

Assessor name:	Signature:	Date:

## Get in touch

- <https://www.ena.org.nz/our-work/resources/ccf>
- If you have any questions, concerns, or good ideas about the CFF, please email: [ccf@electricity.org.nz](mailto:ccf@electricity.org.nz)
- Mark Keller  
[mark.keller@wel.co.nz](mailto:mark.keller@wel.co.nz)



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