

HEEA

Highway Electrical Association

Information Required and Learner Actions

1. The Learner is required to bring to the course, all required and appropriate PPE that is fit for purpose without defect for the task of safe isolation on an energised system, this includes appropriate electricians' gloves and face shield.
2. The Learner must also bring to the course the following:
 - Tested and mechanically sound electrical test equipment for polarity testing and supply checking
 - A mechanically sound and working proving unit
 - A fully functional safe isolation kit for locking off

214 – Safe Isolation

| | |
|---------------------------|---|
| Duration: | 4 Hours |
| Suitable for: | Supervisors, Operatives and contractors in Highway Electrical works, including public lighting, signs, traffic signals and/or other Highway Electrical specialist areas who may as part of their duties need to carry out correct methods of Safe Isolation |
| Course aim: | <p>This course aims to provide employees working within the Highway Electrical Sector with an understanding and awareness of the procedures for the safe isolation of electrical circuits. The course will also cover the procedures for the safe method for the testing of supply and the checking of polarity.</p> <p>Course 210 Working in the vicinity of DNO/IDNO Equipment will be required for operatives working onsite and carry out isolation in the vicinity of DNO/IDNO equipment; this course should also be considered for any operative carrying out isolation on non-DNO/IDNO equipment.</p> |
| Prerequisites: | <p>In order to gain maximum benefit and learning outcomes from this course there are a number of training modules, which are required before attending.</p> <p>A complete list of pre-course requirements are available from the Training Specification located in the Download section of the HERS web site at https://thehea.org.uk/hers-hesa/hers-resources/ - Category: HERS Handbook and Training Specification</p> <p>** Confirmation will be required that the prerequisites have been achieved **</p> |
| Course Objectives: | <p>On completion of the course learners will be able to:</p> <ul style="list-style-type: none">• State the methods for the isolation of electrical circuits in differing highway electrical equipment• Test to determine if a supply is available• Check to confirm a supply is isolated• Check to confirm the polarity of the supply• Identify the steps required to carry out safe isolation• What action to take in the event that the supply cannot be restored. |
| What to do now: | <p>Further details and booking may be made from the website: https://thehea.org.uk/hea-specialist-training/ Or by contacting the HEA (Highway Electrical Association) Office, on 01903 705140</p> |

Course Programme

Please note that timings may vary from course to course – and the detailed order may change, to take into account individual learning needs and to ensure an effective learning experience for all Learners

| Time (All timings approximate and may vary) | Content of Learning Sessions |
|---|--|
| 09:00 | Course Introductions and Objectives and Risk Assessments and prior learning review. Session 1 Following the introductions, session 1 reviews The Safe Isolation Procedure, Hazards, points of isolation/ Isolation devices, Isolation at DNO/IDNO cut-outs and Secure Isolation |
| 10:00 | Refreshments |
| 10:15 | Session 2 Covers the correct use of <ul style="list-style-type: none"> • test equipment, demonstration and Learner practical application • polarity testing, demonstration and Learner practical application and <ul style="list-style-type: none"> • how to test, demonstration and Learner practical application • prove circuit is dead, demonstration and Learner practical application and <ul style="list-style-type: none"> • restoring supplies |
| 11:15 | Practical Assessment – <i>this includes verifying circuits, correct use of test equipment and successfully applying secure isolation for circuits to prevent unauthorised energisation</i> |
| 12:30 | Course Conclusion / Feedback |


HEA Training

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214 – Safe Isolation

See course listings on website for locations of courses <https://www.thehea.org.uk/>

(By completing this booking form, you are confirming that the Employing Organisation has the employee consent to provide the information required below for Learner registration and certificate processing)

| Learner First Name | Learner Surname |  Operative register to HERS? (Yes / No / Working Towards) | Have the Prerequisites been met (See Page 1) (Yes / No) | | | | Special requirements (e.g. dietary needs) | Course Date Required | Course Location (see website) | HEA Your Organisation Status HEA Member? (Yes / No) |
|--------------------|-----------------|---|--|--|--|--|---|-----------------------------|---|---|
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**** YOU WILL NOT BE ISSUED WITH A CERTIFICATE UNLESS THE ABOVE INFORMATION IS FULLY COMPLETED ****

The cost of this course per learner is **£65 + VAT for HEA MEMBERS** and for **HERS REGISTERED** and **Non - HEA MEMBERS - £98 + VAT** (Inclusive of course material, course certificate, food and refreshments on the day).

| | | | |
|------------------------------|--|------------------------|--|
| Organisation Name: | | Contact Name: | |
| Organisation Address: | | Contact Person: | |
| Postcode: | | Contact Email: | |
| | | Contact Tel: | |

CANCELLATION FEES - Where cancellation is made 14-28 days before course date fee will be charged at 50%. Where cancellation is made less than 14 days before course date fee will be charged at 100%. Prices are inclusive of food & course venue – please arrange your own accommodation if required. HEA Training reserves the right to change the date of the training if minimum viable learner numbers are not met

| | | | | | |
|----------------------------|--|----------------|--|--------------|--|
| Purchase Order No.: | | Signed: | | Date: | |
|----------------------------|--|----------------|--|--------------|--|

2011 Census Classification of Ethnic Group

| Location of this course / NVQ assessment: England and Wales | | Location of this course / NVQ assessment: Northern Ireland | | Location of this course / NVQ assessment: Scotland | |
|---|---|--|------------------------|--|----------------------------|
| White: | | 19 | White | White: | |
| 01 | English/Welsh/Scottish/ Northern Irish/British | 20 | Chinese | 30 | Scottish |
| | | 21 | Irish traveller | 31 | British |
| 02 | Irish | 22 | Indian | 32 | Irish |
| 03 | Gypsy or Irish Traveller | 23 | Pakistani | 33 | Any other White background |
| 04 | Any other White background | 24 | Bangladeshi | Mixed: | |
| Mixed / multi-ethnic groups: | | 25 | Black Caribbean | 34 | |
| 05 | White and Black Caribbean | 26 | Black African | Asian, Asian Scottish or Asian British: | |
| 06 | White and Black African | 27 | Black other | 35 | Indian |
| 07 | White and Asian | 28 | Mixed ethnic group | 36 | Pakistani |
| 08 | Any other Mixed/multiple ethnic background | 29 | Any other ethnic group | 37 | Bangladeshi |
| Asian / Asian British: | | | | 38 | Chinese |
| 09 | Indian | | | 39 | Any other Asian background |
| 10 | Pakistani | | | Black, Black Scottish or Black British: | |
| 11 | Bangladeshi | | | 40 | Caribbean |
| 12 | Chinese | | | 41 | African |
| 13 | Any other Asian background | | | 42 | Any other Black background |
| Black / African / Caribbean / Black British | | | | Other ethnic background: | |
| 14 | African | | | 43 | Any other ethnic group |
| 15 | Caribbean | | | | |
| 16 | Any other Black / African / Caribbean background | | | | |
| Other ethnic group: | | | | | |
| 17 | Arab | | | | |
| 18 | Any other ethnic group | | | | |