



Test & Tag Course

UEERL0003

Conduct In-Service Safety Testing Of Electrical
Cord Connected Equipment And Cord Assemblies

UEECD0007

Apply Work Health and Safety Regulations, Codes
and Practices in the Workplace



NATIONALLY RECOGNISED
TRAINING

National Brochure 2024



RTO ID #91413

About This Course

This course reflects the skills and knowledge workers require to conduct in-service safety testing of electrical cord connected equipment and cord assemblies and Apply work health and safety regulations, codes and practices in the workplace.

Just Careers Training is a Registered Training Organisation (RTO ID 91413) that is approved to issue this qualification

Course Prerequisites & Entry Requirements

Completion of UEECD0007 Apply work health and safety regulations, codes and practices in the workplace is required to be completed before undertaking this training.

This prerequisite is covered in the course content. If you already hold this unit or it's equivalent, please contact us to discuss the option of a credit transfer.

Duration

This course may be completed in 1 day (6 hours). Enrolments are valid for 6 months after which re-enrolment (including payment of course fee) is required.

Career Pathways

Once complete, successful participants can operate a testing and tagging for in house services.

Who Can Do This Course?

To participate in the Face to Face (F2F) course;

- You must be at least 14 years of age to do this course (you will need a guardian to sign off a permission and awareness slip if you are under 18 years old).

ELEMENTS & PERFORMANCE OUTCOMES

Specifically, you will cover the following skills and knowledge:

UEECD0007 - Apply work health and safety regulations, codes and practices in the workplace

Elements

Elements describe the essential outcomes.

1. Prepare to enter an electrotechnology workplace

1.1

Performance Criteria

Performance criteria describe the performance needed to demonstrate achievement of the element.

Work area access permits are obtained from appropriate person/s in accordance with workplace procedures

Elements

Elements describe the essential outcomes.

Performance Criteria

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 1.2 | Relevant workplace WHS/OHS safety regulations and codes of practices are identified and followed when entering the electrotechnology work area |
| 1.3 | Safe work methods for controlling risks are obtained, read and applied prior to undertaking work activity in accordance with WHS/OHS workplace procedures |
| 1.4 | Preparation for electrical and non-electrical isolation is carried out to prevent creation of hazards from loss of machine/system/process control in accordance with WHS/OHS workplace procedures |
| 1.5 | Tools, equipment and chemicals required for the electrotechnology work are checked for safety and correct functionality in accordance with workplace procedures and regulatory requirements |
| 1.6 | Personal protective equipment (PPE) is worn appropriate to the electrotechnology work area and in accordance with workplace procedures |
| 2. Apply safe electrotechnology working practices | |
| 2.1 | Risk control work measures are implemented in accordance with WHS/OHS workplace procedures |
| 2.2 | Procedures for dealing with accidents, fires and emergencies are followed in accordance with workplace procedures, scope of responsibility and capabilities |
| 2.3 | Safe work methods are applied when working at heights including safe and effective use of safety equipment |

Elements

Elements describe the essential outcomes.

Performance Criteria

Performance criteria describe the performance needed to demonstrate achievement of the element.

3. Follow electrotechnology workplace procedures for hazard identification and risk control

- 2.4 Safe work methods are used when undertaking lifting, lowering, pushing, pulling, carrying or otherwise moving, holding or restraining workplace tasks in accordance with relevant code of practice
- 2.5 Safe work methods for removing an electric shock victim from a live electrical situation are demonstrated in accordance with workplace emergency management procedures
- 2.6 Working area is kept clean, neat and tidy in accordance with workplace housekeeping procedures
- 3.1 Hazards are identified, control measures implemented and reviewed through regular active participation in the consultation process with employer and other employees
- 3.2 Hazards in the work area are identified and reported to relevant person/s in accordance with workplace procedures
- 3.3 WHS/OHS documentation and incident records are completed in accordance with regulatory requirements and workplace procedures
- 3.4 Workplace instructions are followed in accordance with regulatory requirements and workplace procedures

UEERL0003 - Conduct in-service safety testing of electrical cord connected equipment and cord assemblies

Elements

Elements describe the essential outcomes.

Performance Criteria

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Prepare to test cord connected apparatus and cord assemblies	1.1	Work health and safety (WHS)/occupational health and safety (OHS) procedures for a given work area are identified, obtained and applied
	1.2	WHS/OHS risk control work preparation measures and procedures are followed
	1.3	Advice is sought from relevant person/s to ensure work is effectively coordinated with others
	1.4	Cord connected apparatus and cord assemblies to be tested are obtained in accordance with workplace procedures
	1.5	PAT device is checked for correct operation and safety in accordance with relevant industry standards and workplace procedures
2. Test cord connected apparatus and cord assemblies	2.1	WHS/OHS risk control work measures and procedures are followed
	2.2	Measures are followed to ensure that cord connected apparatus and cord assemblies to be tested are not connected to the electrical supply in accordance with relevant industry standards
	2.3	Electrical safety requirements and parameters are applied to ensure correct test results are in accordance with relevant industry standards
	2.4	Visual inspection and checks of the cord connected apparatus and cord assemblies are carried out in accordance with workplace procedures to detect any abnormal damage or fault

Elements

Elements describe the essential outcomes.

Performance Criteria

Performance criteria describe the performance needed to demonstrate achievement of the element.

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| 2.5 | Approval is obtained in accordance with workplace procedures from relevant person/s before any contingencies are implemented |
| 2.6 | PAT routines are followed to test cord connected apparatus and cord assemblies in accordance with workplace procedures |
| 2.7 | Unsafe cord connected apparatus and cord assemblies are identified from test results in accordance with workplace procedures |
| 2.8 | Testing is undertaken effectively to minimise waste of energy and damage to apparatus |
| 3. Tag cord connected apparatus and cord assemblies and document testing activities | |
| 3.1 | Worksite is cleaned and made safe in accordance with workplace procedures |
| 3.2 | Cord connected apparatus and cord assemblies are tagged in accordance with workplace procedures for their safety status |
| 3.3 | Arrangements are made for unsafe cord connected apparatus and cord assemblies to be repaired by relevant person/s |
| 3.5 | Safety testing activities are documented in accordance with relevant industry standards and workplace procedures |



Delivery Options



FACE TO FACE

To complete this course face to face, participants will need to undertake the following:

- Attendance for 1 day of training
- Participation in a range of learning activities
- Completion of Multiple-Choice questions and Short Answer questions based on your learning.

Once you have completed your training day requirements, you will be required to complete the FINAL assessment – safely use a portable appliance tester (PAT), identify faults, applying, tagging and arranging for repair of faulty equipment and completing documentation.

Outcome

Participants who complete this course will have gained and or confirmed the following skills and knowledge to:

- Prepare to test cord connected apparatus and cord assemblies.
- Test cord connected apparatus and cord assemblies
- Tag cord connected apparatus and cord assemblies and document testing activities

On successful completion of this course you will be issued with a Statement of Attainment for the following Unit of Competencies;

UEERL0003 - Conduct in-service safety testing of electrical cord connected equipment and cord assemblies

UEECD0007 - Apply work health and safety regulations, codes and practices in the workplace



Other Important Information

Language, Literacy & Numeracy Requirements

This course is delivered in English. To be able to successfully complete our training programs, participants must be able to read and write English to a sufficient standard to work with the supplied texts. You may also be requested to undertake a Language, Literacy and Numeracy assessment.

Flexibility & Reasonable Adjustment

In line with VET principles and as per the requirements set out in the relevant Training Package, there is scope for Reasonable Adjustment of the training and/or assessment requirements set out in this course.

Reasonable Adjustment in training may include the use of learning props and methodologies better suited to the individual's needs, as long as the adjustment in training method is still in line with regulator requirements. Examples of this include the use of videos and presentations, one on one training methods (for parts of the training not requiring work with other individuals) and extended training plans that exceed the standard course duration and format.

Reasonable Adjustment in assessment may include adjusting the assessment methodologies or the tools in order to cater for the needs of the participant. This may include the use of Verbal Assessment in place

or written assessments and other variations allowable by the course requirements. Minimum assessment requirements have been set out by in the National Training Package and these cannot be reduced.

Participant Support

You will be provided with sufficient support to ensure that you attain this Skill Set. This support is limited to support offered throughout the duration of the course and the support that we can provide to you in relation to training and assessment. Support cannot change any of the course requirements. Where we cannot provide you with the support you require, we will provide you with information about where and how you can access any available services.

Your trainer will:

- Explain the course requirements, objectives and outcomes
- Present the required information in an easy to understand format
- Discuss the subject matter, answer your questions and demonstrate the skills required
- Assess you only once you feel (and he/she believes) you are ready for any final assessment

Provide you with options, where they exist and are allowable for reasonable adjustment to the training and/or assessment components of this course.

Complaints & Appeals

Just Careers Training has a fair and transparent complaints and appeals policy. All complaints will be dealt with in a timely manner and avenues for appeals extend to third party arbitration. Your Participant Handbook contains more information.

Fees and Charges

Payments may be made by contacting our office or through our secure website payment portal at www.licences4work.com.au

All of our courses have fair Terms and Conditions– please refer to our website for further information.

Enrolment

Participants may enrol into this course by completing the enrolment form found at our website online; by contacting our office to have an enrolment form sent out or by visiting our offices (visit our website for location details).

Privacy and Confidentiality

Just Careers abides strictly by all state and federal requirements relating to your privacy and confidentiality including the NVR Standards and the Privacy Act 1988. Your information will only be passed to relevant persons as required by law or Department of Education guidelines.

Further Information

For further information, please contact us and speak to one of our friendly L4W customer service staff, visit our website or refer to your Student Handbook.

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