 Energie NB Power the power of possibility débordant d'énergie	<h2>Minimum Approach Distances Qualified Person Form</h2>	
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Purpose


The purpose of this form is to document the practical assessment of employee competency related to Minimum Approach Distances. A managerial supervisor may deem an employee competent based on knowledge, training and/or experience in recognizing the hazards that exist related to field work around live equipment in the utility industry.

Instructions

Managerial Supervisor shall establish the competency of the employee to perform field work around live equipment used in the electrical utility industry by:

- 1) Deeming the employee competent based on previous work experience, or
- 2) Through the completion of a series of site orientations to verify the employee's knowledge. (The number of yards required for field orientation is at the manager's discretion), or
- 3) If the employee has extensive knowledge, training and/or experience working in substations / terminals (ie: Electrical Engineers that are responsible for designing the substations / terminals), the employee may be exempted from the initial course or periodic refresher training. This exemption must only be approved by a Director (CSD & Transmission / Lepreau) or Manager (Generation).

Approval Options: (Choose the Appropriate One)	Approver's Initials	Employee's Initials
1) Managerial Supervisor deems employee competent in Minimum Approach Distances and in recognizing the hazards associated with working around exposed energized apparatus in the electrical utility industry, taking into consideration substation, terminal, distribution, and transmission line work.		
2) Employee has completed the requested number of site orientations and been instructed, on site, how to observe the minimum approach distances, while working around hazards and equipment used in substation, terminal, distribution line and transmission line work. (complete page 2)		
3) Director (T/DCS/Lepreau) or Manager (Generation) take full accountability in acknowledging this employee has extensive knowledge, training and experience to warrant the exemption of the MAD course (S137) or 3 year refresher (S137R).		
Employee Name (Print & Sign): _____	Employee Number: _____	
Approved by: Name (Print & Sign): _____	Date: _____	

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Field Orientation Location (Terminal, Substation, Line Number, Microwave Site, etc.)			
Site*:	(1)	(2)	(3)
Orientation by†:			
Date:			
Employee has demonstrated ability in how to identify:	(1)	(2)	(3)
a) Vandalism i.e. broken grounds.			
b) Battery Room hazards i.e. acids, fumes.†			
c) Breakers & Reclosers: voltages and safe distances.			
d) Cable trays: where located and safe crossing areas for vehicles.			
e) Cables: locations and safe distances to terminators.			
f) Capacitors: voltages and the safe distances.			
g) Circuit Switchers.			
h) Compressor room hazards i.e. noise, moving parts, and high temperatures.			
i) Conductor/Buss: voltages and safe distances.			
j) Relays and associated hazards.			
k) Restricted areas, if any.			
l) Power Transformers: voltages and safe distances from power			
m) Padmount Transformers: voltages and safe distances.			
n) Potential Transformers: voltages and safe distances.			
o) Current Transformers: voltages and safe distances.			
p) Site safety equipment, address, and emergency contact information.			
q) General or unique hazards i.e. trip/fall hazards.			
r) Hazards related to other apparatus such as, metering units, etc.			
s) Noise hazards from air breakers or other equipment.			
t) Induction hazards			
Comments:			

* If more than 3 site orientations are required, indicate in comment field and attach additional sheets.

† Orientation shall be performed by a Qualified Electrical Person, or Trainer designated by Station/Controlling Authority.

‡ Do not enter Battery Room unless necessary.