

# 5.0 TRAINING GUIDE

## OVERVIEW

### Purpose Of This Guide

The purpose of this guide is to serve as a training aid to your Utility. It does not reflect the complete training you should receive during a four-year period.

### Who developed it?

The information in this guide was developed by the Texas Electric Cooperatives and coincides with Introduction/Overhead/Underground and Advance Line Construction schools.

### In This Chapter You Will Find The Following Five Sections:

Section	Description	Page
A	Apprentice Lineman I (1000 Hours)	
B	Apprentice Lineman I (1000 Hours)	
C	Apprentice Lineman II (2000 Hours)	
D	Apprentice Lineman III (2000 Hours)	
E	Apprentice Lineman IV (2000 Hours)	

# SECTION A

## APPRENTICE LINEMAN I

### OVERVIEW OF TRAINING LEVEL

#### Goals Of First 1000 Hours:

- To determine if you want to enter training in line work.
- Enables the Cooperative to determine whether you have the basic skills, interests, and abilities for Lineman training.

#### Your Working Conditions:

- You will work only on the ground. You are not expected to participate in any type of construction or maintenance work.
- You will, under no conditions, have a work assignment that will place you in contact with a "hot" line, regardless of the voltage.
- If you are used for any work off your home system, you shall not be permitted to climb energized poles or structures and shall only perform Lineman I (Groundman) responsibilities.

#### Supervisor

- You will work under the general supervision of the Superintendent and the direction of an assigned Crew Leader. Your Crew Leader is responsible for your personal safety and your training activities.

#### Length Of Training

- You will remain in the Lineman I (Groundman) classification for six months.
- Exception: Credit for work hours could possibly be granted based on prior work experience.

#### How You Will Progress

At the end of the six-month period, the Superintendent will decide if you will be advanced to the next training level--Apprentice Lineman I (Climbing). Before advancement, you will demonstrate that you have developed the skills and acquired the knowledge expected of an Apprentice I (Groundman).

# **OVERVIEW OF WHAT YOU WILL LEARN**

## **Materials And Equipment**

You will be introduced to the:

- Utility Safety Manual
- Overhead and Underground Distribution Specifications Manuals

You will be expected to work with all basic materials and equipment used in line construction.

You will be responsible for learning how to:

- Properly care for all equipment used by your assigned crews
- Use personal protective equipment (PPE)
- Frame poles properly on the ground
- Install poles, anchors, and guys
- Cut and clean right-of-way properly, using power equipment as necessary
- Assist other crew members, as requested and directed
- Use radio appropriately (especially in emergency situations)
- Climb poles (practice poles) only under the direction of a crew leader

## **Safety Practices And Training**

You will receive training in safe practices of performing all of the above duties and of handling all tools and equipment which you use. This will include but not be limited to training in:

- First aid
- CPR

You will receive a copy of the Utility Safety Manual. The Utility is responsible for explaining the contents of the Safety Manual to you.

## **Electrical Theory**

You will begin learning:

- Basic electrical theory
- Voltages of lines worked on
- Distribution system layout

## **Records, Reports, And Related Information**

You will learn:

- Basic work order procedures
- The Cooperative's basic residential and commercial rates
- The Utility's service rules and operating procedures

## JOB COMPETENCY/DEMONSTRATION FORM (First 1000 Hours)

_____ (Name of apprentice) is competent in or has demonstrated the ability to, or understanding of:	Approving supervisor's signature and date
Utility Safety Manual regulations/procedures	
Identify and demonstrate how to use and care for tools a Lineman I will be using	
Store tools on the truck	
Install an anchor	
Assemble and install guys on a pole before it is erected	
Pull and attach guy to anchor	
Place warning and safety devices to protect the public and workers at the job site	
Load and bind poles on a pole trailer	
Identify the types and sizes of ropes and coil properly for storage	
Has been introduced to pole top and bucket rescue procedures	
Name various electrical devices used on the job	
String out wire on the ground and make splices	
Work on the ground to serve Lineman on pole	
Standard First Aid	
Disassemble material taken from a pole	
Name the different types of fire extinguishers and types of fires they are to be used on	
Assemble cross arms to be installed on poles	
Emergency use of Communication System (radio)	
Climb poles (only under the direction of a crew leader)	
Use and care of personal protective equipment	
Familiar with construction Specifications (overhead and underground)	
Properly inspect and explain the use of rubber glove and sleeves	
Ground a line and bucket truck	
Inspect and properly set up a ladder	
Tie the various knots used in the line trade	