

National Grid Person Authorisation

Person Renewal Training & Assessment

Introduction

National Grid have revised the assessment arrangements for the Person authorisation under the latest edition of the safety rules.

For those who are new to working on or near National Grid equipment or do not currently hold **Person** authorisation the assessment will take place from 20th January 2020 at their training centre located near Nottingham and will include a practical element. The **Person** authorisation covers substations or overhead lines. KeFax carry out the **Person** practical assessments for National Grid and are an EUSR Approved Provider.

This authorisation will be valid for three-years.

After the initial three-year period it will be necessary to undertake an e-learning renewal assessment every subsequent three-years.

Renewal Training & Assessment

The **Person** renewal assessment is in the form of e-learning for either substations or overhead lines and is available via the EUSR website. Although it is possible to work through the assessment independently KeFax offer a fully managed service consisting of a trainer-led renewal course, electronic devices, invigilation and process certification to provide evidence of compliance to clients, etc.

National Grid have set the standard and provided the means for assessment but have *moved the responsibility for delivery* onto contracting employers. The requirement to have a robust process for renewal training and assessment is particularly important for contracting staff who work infrequently in National Grid substations or overhead lines.

More details can be found in the Frequently Asked Questions document produced by National Grid <https://www.eusr.co.uk/downloads/nsi-30-faq/>. This document contains the following statement, *“It is an employer’s responsibility to ensure the training of their own staff and that assessment is carried out to the correct guidelines.”* It also states, *“The electrical safety bias, i.e. demonstration of electrical knowledge to avoid danger, has always been incumbent upon the contractor to demonstrate and their Employer must ensure that the most suitably trained and qualified people are engaged to complete the work in hand. Contractors who are PERSON Authorised only will still be working under a Safety Document that will be held by a COMPETENT PERSON.....”*

For the training and assessment to be of any value both in terms of quality and to provide evidence of compliance with the H&SAW Act* the assessment should be invigilated by a qualified trainer and follow the guidelines set out by the Qualifications & Curriculum Development Authority.

We deliver a half-day substation or overhead line session twice a day for up to ten delegates per session at venues throughout the UK. Each session comprises a classroom-based interactive training course delivered by an experienced HV transmission engineer who holds a formal training and assessment qualification. This is followed by delegates undertaking the on-line assessment under supervision using electronic devices provided by KeFax specifically for this purpose. On completion of the assessment the trainer provides detailed feedback to the delegates to ensure full understanding. Successful delegates will receive a certificate so that full compliance can be demonstrated to client companies and others (quality / safety audits, etc.).

KeFax Service Provision

Bookings will be accepted from now for courses from 21st January 2020 onwards. KeFax will provide a fully managed, one-stop shop approach which includes the following elements:

Administration

Open and in-company venues throughout the UK to minimise the need for delegates to travel long distances

Booking and registering delegates on the EUSR system

Simplified payment process

Delegate identity checking to prevent fraud

Issue of training and assessment certificates

Service Delivery

Training course delivered by qualified transmission engineers.

Provision of all necessary electronic devices for the assessment. This prevents any security issues arising with in-company IT systems.

Setting up and explanation of the on-line assessment and troubleshooting any internet connectivity issues.

Invigilation of the assessment to ensure integrity and compliance with national invigilation guidelines

Feedback to delegates following the assessment to ensure full understanding of any safety or technical points answered incorrectly.

An individual action plan for unsuccessful or borderline delegates

Costs

The current cost levied by EUSR for the on-line assessment is £375 + VAT per delegate. KeFax will provide the complete service outlined above for an additional £85 + VAT per delegate.

Contact

For further information or to make a booking please contact a member of our administration team on 01632 422099, email admin@kefax.co.uk or visit our website www.kefax.co.uk

* the provision of such information, instruction, training and supervision as is necessary to ensure, so far as is reasonably practicable, the health and safety at work of his employees