PSSP TXC

PSSP Transmission Component

October 2020

Training and development student guide

BC Hydro
Power smart

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Course introduction

Welcome to the **PSSP Transmission Component** course.

Approximate time required to complete this training is **3 – 3.5 hours**.

Audience

All workers who require PSSP TXC Authorization for working on the transmission portion of the BC Hydro Power System.

Prerequisites

None

Course goal

This course is the transmission functional component (TXC) training required for authorization to work on the transmission portion of the power system.

At the end of this training, participants will understand how the training and authorization requirements to access and/or work on the transmission system. They'll also learn how to identify and locate relevant operating orders and local information, so they understand the PSSP training and authorization requirements.

The information learned in this course will have an impact on your safety and that of the people you work with. Questions and activities throughout the course will get you thinking to ensure you're confident in your knowledge of how to find and use operating orders in your work.

Course objectives

At the end of this course, you will be able to:

- Identify BC Hydro operating orders that are relevant to TXC and related work.
- Explain the training and authorization requirements for accessing and working on the transmission portion of the BC Hydro power system.
- Recognize the requirements to review 1T-12N Appendix 1 for understanding, as well as complete its relevant sections, signoff and send to an authorizing manager upon completion of local information training.

- Recognize the requirements to complete a review of the relevant operating orders in 1T-12N Appendix 3 as well as pass the TXC final exam for TXC authorization.
- Identify worker TXC responsibilities.
- Identify relevant information in the Local Information Sheet prior to accessing the transmission worksite.
- Identify considerations for access procedures for transmission worksites.

Course topics

- PSSP operating orders and training requirements
- PSSP responsibilities
- Local information training

Completion requirements

At the end of the course you will complete an exam to demonstrate your understanding of the information taught in this course.

Safety first

BC Hydro has a number of programs in place to ensure your safety and the safety of others on the job. Being aware of and following the three programs mentioned here will allow you to stay safe while working in substations.

The **Safety Stop** helps to create a consistent process for addressing and resolving safety concerns, questions and rule violations – one that encourages employees to speak up any time they feel unsafe.

The **SafeStart®** program highlights four major safety problems: rushing, frustration, fatigue and complacency.

When we find ourselves in just one of those states, we can make critical errors, like not keeping our eyes and mind on our task; putting ourselves in the line of fire; or not having adequate balance, traction or grip.

The **Life Saving Rules** are a series of nine rules intended to provide guidance on a variety of situations you may encounter in your work.

These safety programs and others are meant to ensure worker safety. It's important to always keep all aspects of safety in mind as you perform your work.

These are the nine **Life Saving Rules** BC Hydro has in place.

1. Maintain your limits of approach.
2. Ensure there's a Safety Protection Guarantee (SPG) or Lockout in place and check that it's appropriate for your work.
3. Test for hazardous energy.
4. Ensure that Worker Protection Grounding/Bonding is applied.
5. Protect yourself from falling when working at height.
6. Prevent harmful exposure to known carcinogens, toxins and biohazards.
7. Don't work while under the influence of alcohol or drugs.
8. Adjust your driving to the weather and road conditions.
9. Maintain a safe atmosphere in a confined space and ensure you can be rescued.

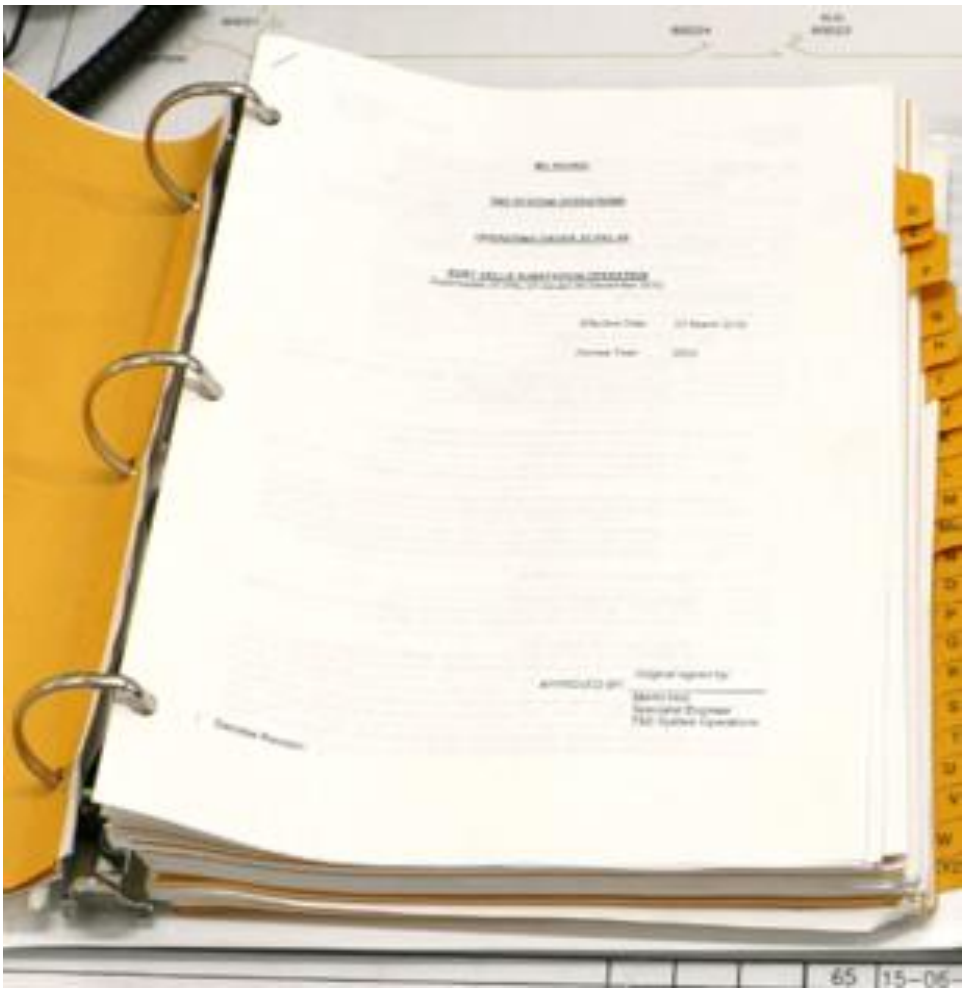
Section 1: PSSP operating orders and training requirements

Objective

This section provides an introduction to operating orders relevant to TXC and PSSP training and authorization requirements. Take a moment to review the objectives for this section.

When you're finished this section, you'll be able to:

- Identify BC Hydro operating orders that are relevant to TXC and related work.
- Explain the training and authorization requirements for accessing and working on the transmission portion of the BC Hydro power system.



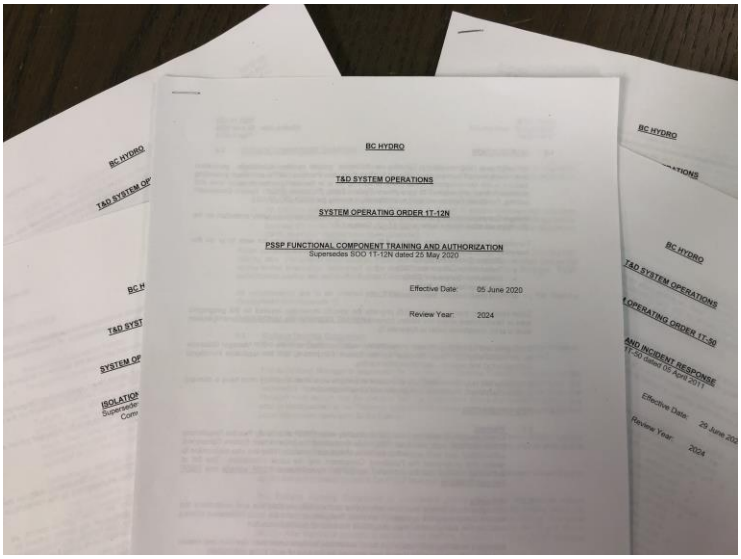
What are operating orders?

What exactly are operating orders?

Operating orders are BC Hydro management's standing instructions to BC Hydro employees and contractors that provide information and define policies and procedures for the BC Hydro power system.

Operating orders provide workers with accurate information necessary for the safe and consistent operation of the power system and for compliance with regulations.

They provide a reference for handling disagreements with Fraser Valley Operations (FVO).



Operating orders can be found on:

- **SafeHub**
- **Site Information System (SIS)**
- **Contractor extranet**

What if you don't have access to SIS?

Depending on the type of work you are doing, you may not have access to SIS.

Talk to your manager or BC Hydro contract representative if you have any issues accessing operating orders that you need to complete your work.

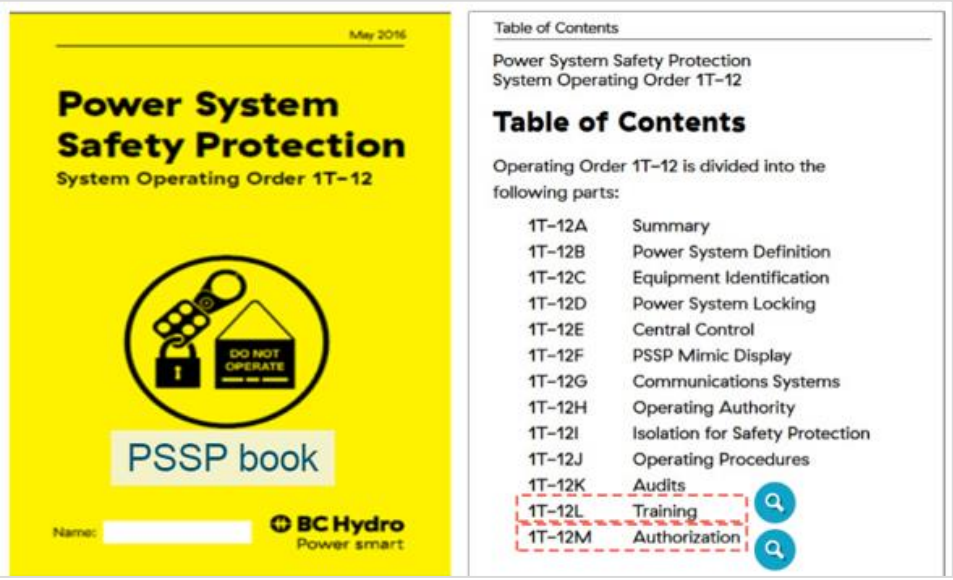
Operating orders and training requirements

TXC training

For TXC training, you'll use operating orders to **understand**, **confirm** and **complete** training and authorization requirements.

Operating order 1T-12

Operating order **1T-12** is one of the main operating orders used for transmission. It's important to be familiar with the information you'll find in it, including training and authorization requirements.



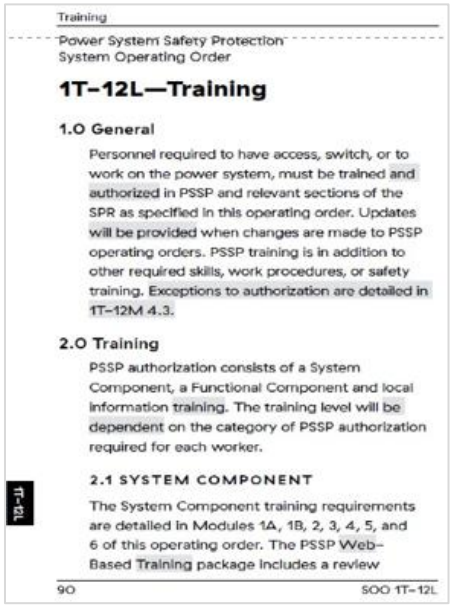
Operating order 1T-12 is actually a series of operating orders that specify requirements for the consistent application of safety protection on BC Hydro's transmission system. We refer to 1T-12 as the **PSSP book**.

It's important to be familiar with the information you'll find in the PSSP book, including training and authorization requirements.

Within 1T-12, **part L** defines PSSP training requirements and **part M** defines PSSP authorization requirements. These two parts specify the rules you'll follow for TXC training.

1T-12L — Training

1T-12L covers the PSSP training requirements for all employees and contractors who access or work on the power system.



Training

Power System Safety Protection
System Operating Order

1T–12L—Training

1.0 General

Personnel required to have access, switch, or to work on the power system, must be trained and authorized in PSSP and relevant sections of the SPR as specified in this operating order. Updates will be provided when changes are made to PSSP operating orders. PSSP training is in addition to other required skills, work procedures, or safety training. Exceptions to authorization are detailed in 1T–12M 4.3.

2.0 Training

PSSP authorization consists of a System Component, a Functional Component and local information training. The training level will be dependent on the category of PSSP authorization required for each worker.

2.1 SYSTEM COMPONENT

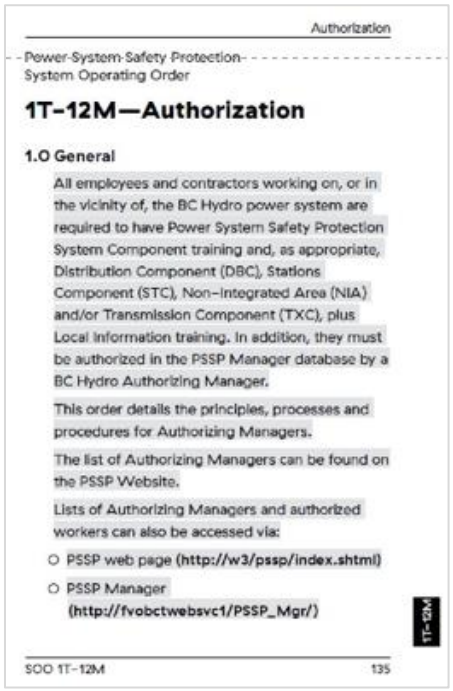
The System Component training requirements are detailed in Modules 1A, 1B, 2, 3, 4, 5, and 6 of this operating order. The PSSP Web-Based Training package includes a review

1T-12L

90 SOO 1T–12L

1T-12M — Authorization

1T-12M covers PSSP rules that outline the principles, processes and procedures used by authorizing managers to authorize workers to access or work on the power system.



Authorization

Power System Safety Protection
System Operating Order

1T–12M—Authorization

1.0 General

All employees and contractors working on, or in the vicinity of, the BC Hydro power system are required to have Power System Safety Protection System Component training and, as appropriate, Distribution Component (DBC), Stations Component (STC), Non-Integrated Area (NIA) and/or Transmission Component (TXC), plus Local Information training. In addition, they must be authorized in the PSSP Manager database by a BC Hydro Authorizing Manager.

This order details the principles, processes and procedures for Authorizing Managers.

The list of Authorizing Managers can be found on the PSSP Website.

Lists of Authorizing Managers and authorized workers can also be accessed via:

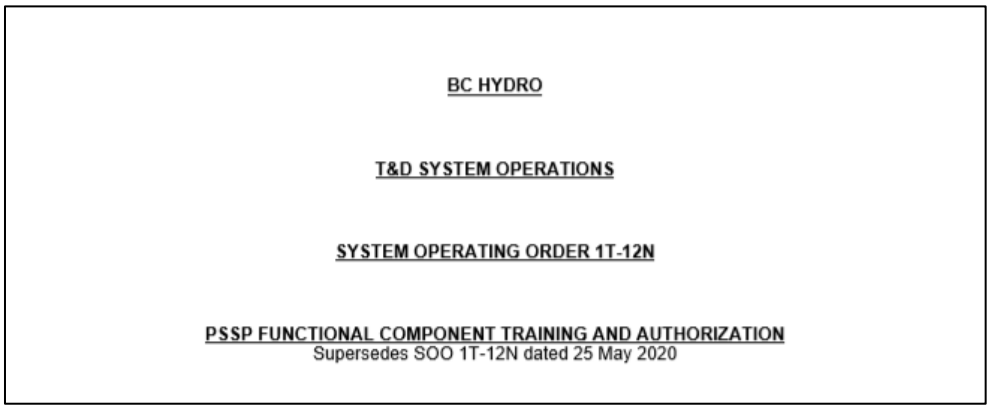
- PSSP web page **(http://w3/pssp/index.shtml)**
- PSSP Manager **(http://fvobctwebsvc1/PSSP_Mgr/)**

1T-12M

SOO 1T–12M 135

Operating order 1T-12N

1T-12N is an operating order that covers important information about PSSP functional component requirements and authorization.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T&D SYSTEM OPERATIONS

SYSTEM OPERATING ORDER 1T-12N

PSSP FUNCTIONAL COMPONENT TRAINING AND AUTHORIZATION
Supersedes SOO 1T-12N dated 25 May 2020

Remember, functional component training is only **one** of three components of your PSSP training.

1T-12N provides an overview of all the types of training required for PSSP authorization, including:

- System component training
- Functional component training
- Local information training

You must complete all three training requirements to receive PSSP authorization to access or work on the power system.

Let’s cover each of these in more detail.

PSSP training requirements

System component training

System component training – including PSSP system component training category 2, 3, 4 and 5 – walks you through the PSSP book and introduces you to the power system.

System component training covers general safety rules and procedures that apply to all work on or around the power system.

It's a prerequisite for getting authorization to access and/or work around the power system or in power system facilities.

Functional component training

Functional component training is this PSSP TXC course. It outlines additional requirements specific to the BC Hydro distribution, substations, transmission and non-integrated areas of the power system.

Functional component training outlines additional requirements for the BC Hydro power system, including appropriate safety and operating procedures for the specific functions of the power system.

Local information training

Local information training shows you how and where to find the information you need to access or work on transmission system in specific regions.

Local information training covers site-specific safety issues, requirements and procedures, such as:

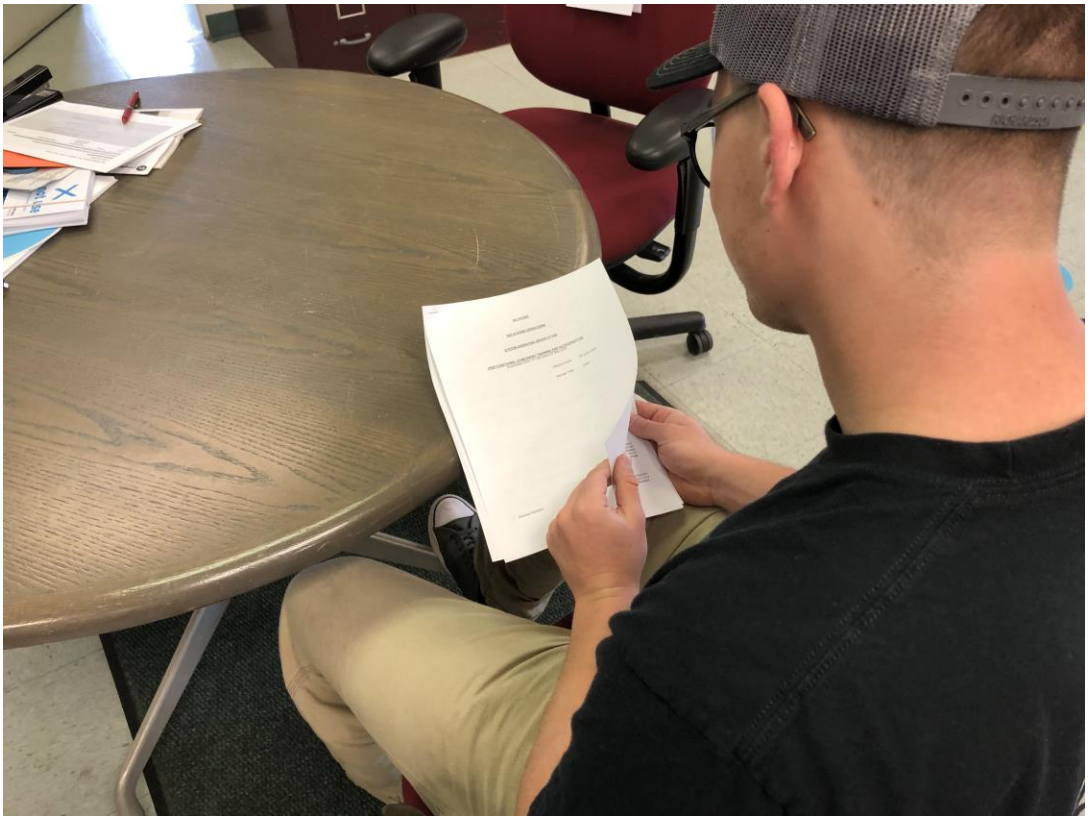
- Key contacts for the local region
- emergency and non-emergency contacts
- communication systems
- special precautions
- how to obtain keys to access the right-of-way

Scenario: How to search for an operating order

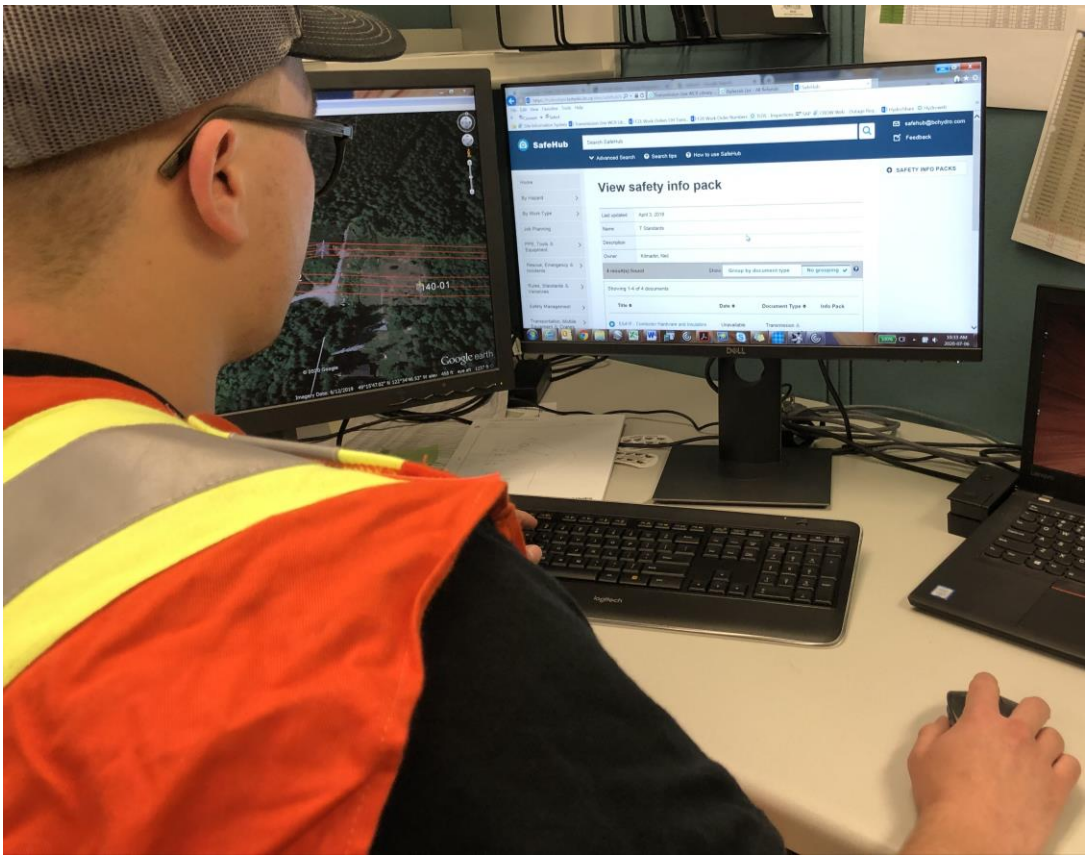
You are required to review 1T-12N to determine and complete your TXC training requirements.

Now that you know a little more about what operating orders are, let's take a look at a scenario demonstrating how easy it is to search for operating order 1T-12N.

Michael is completing his PSSP TXC training to meet the requirements for PSSP authorization to do transmission work. From his training, he knows he needs to review 1T-12N but he needs to locate it first.



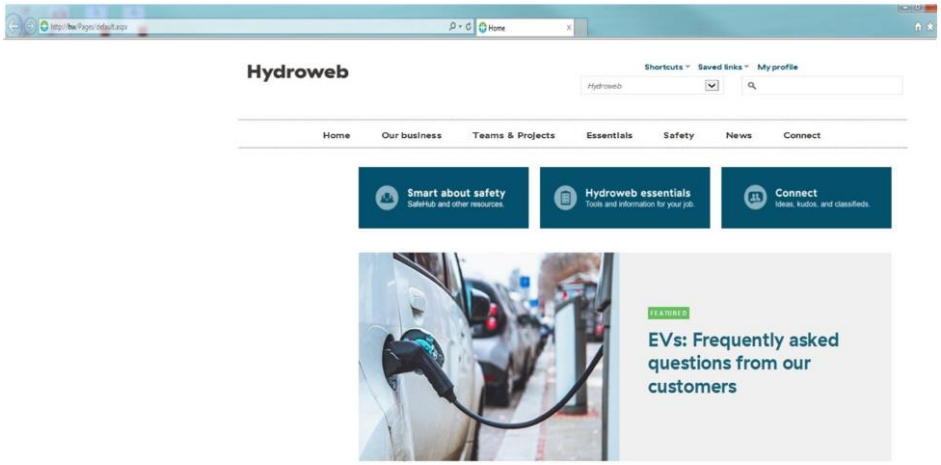
Although there are multiple sites Michael can use for his operating order search, Michael decides to use SafeHub to find 1T-12N.



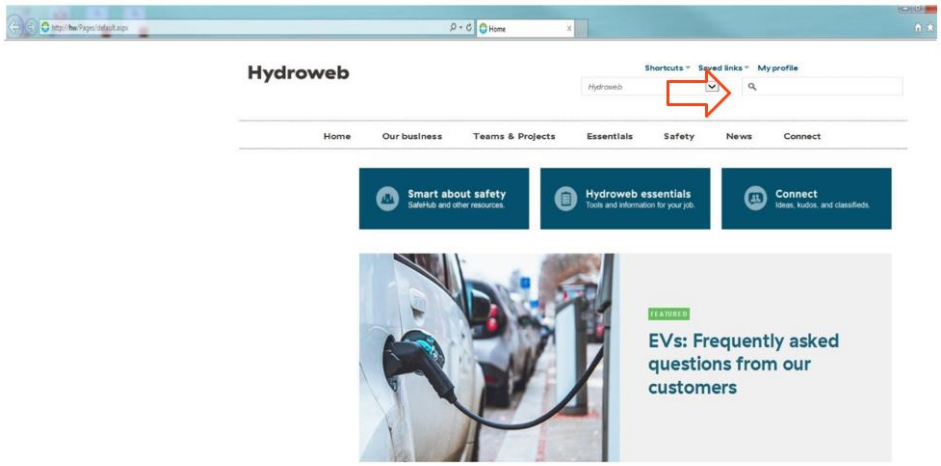
Here's a tip: you should contact your BC Hydro manager or BC Hydro contract representative if you don't have access to SafeHub, SIS or the contractor extranet.

Keep in mind that if you are a contractor, you may not have access to SIS to find an operating order so try using SafeHub first.

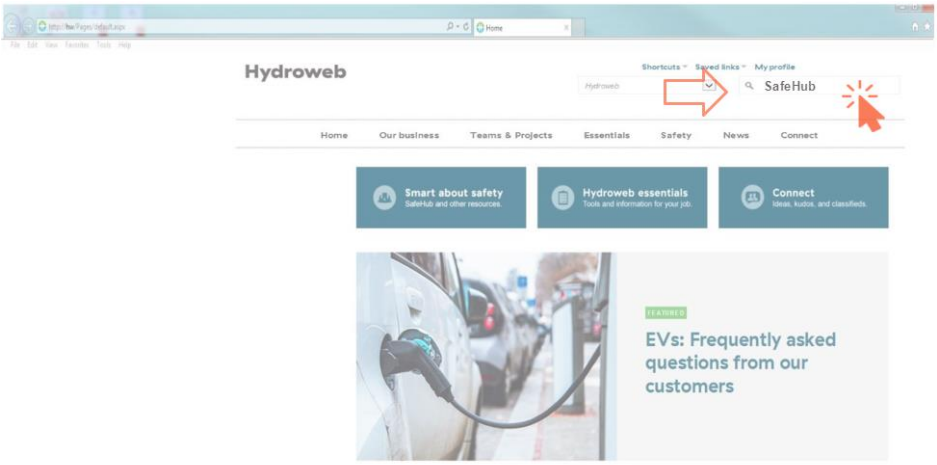
Michael's first step is to go online and use BC Hydro's home page to do a search for SafeHub.



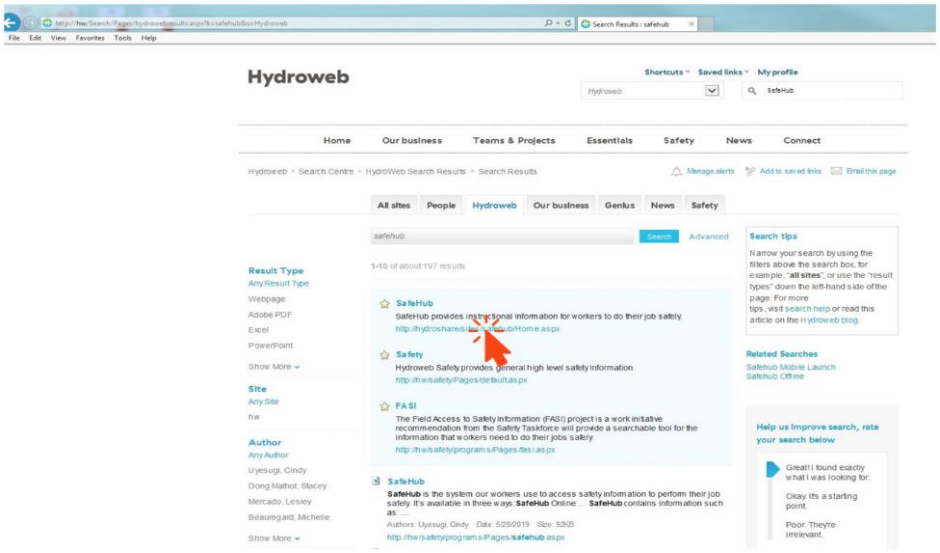
Michael selects in the "search" box …



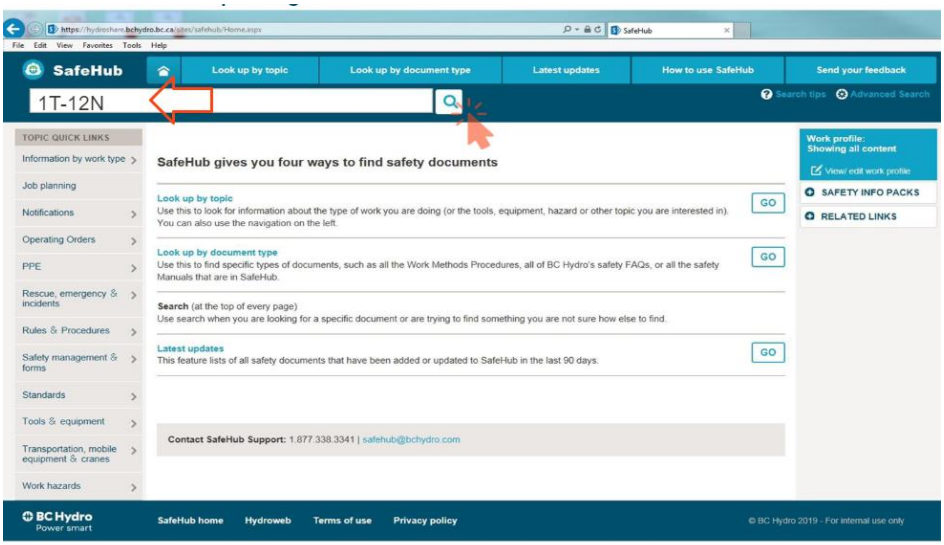
… and then types in “SafeHub”.



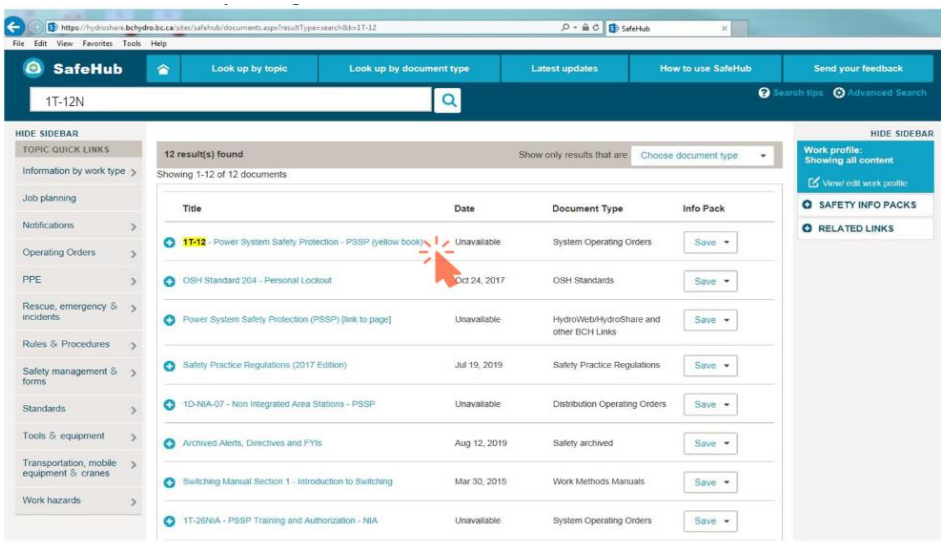
From the results page, he goes to the SafeHub page …



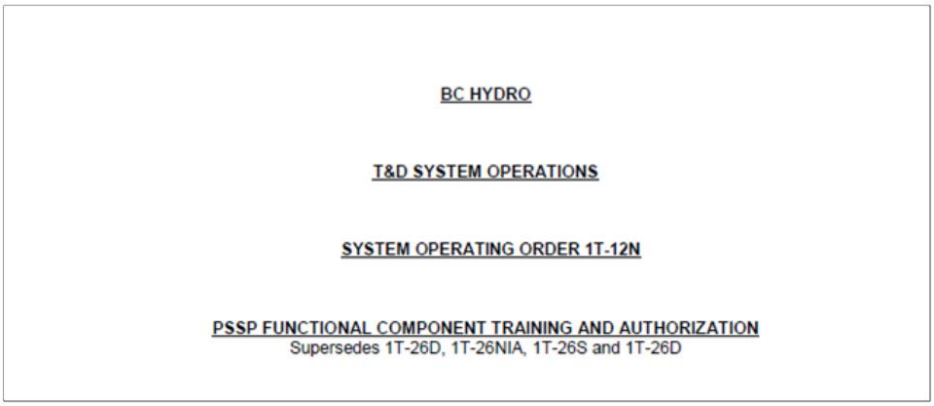
… and then enters "1T-12N" in the search bar.



He selects “1T-12N Power Safety Protection – PSSP (yellow book)” from the SafeHub results.



This results in Michael accessing 1T-12N, so he can review it.



In this scenario, Michael was successful in accessing 1T-12N.

If you have any issues accessing 1T-12N or any operating order, contact your BC Hydro manager or your BC Hydro contract representative.

Knowledge check

Question

Once you complete the system component and functional component TXC training, you can request PSSP authorization to access a transmission worksite.

○ True

○ False

Knowledge check

Question

Where can you locate operating orders?

(select all that apply)

◯ Contractor extranet

◯ Site Information System (SIS)

◯ SafeHub

Section 2: PSSP responsibilities

This section provides an introduction to your PSSP responsibilities, including your responsibilities for PSSP TXC training.

Take a moment to review the objectives for this section.

Objectives

When you're finished this section, you'll be able to:

- Recognize the requirements to review 1T-12N Appendix 1 for understanding, as well as complete its relevant sections, signoff and send to an authorizing manager upon completion of local information training.
- Recognize the requirements to complete a review of the relevant operating orders in 1T-12N Appendix 3 as well as pass the TXC final exam for TXC authorization.
- Identify worker TXC responsibilities.

PSSP responsibilities

1T-12N PSSP responsibilities

1T-12N defines responsibilities for workers.

- First, you must follow all safety rules and safe work practices.
- You will also need to understand and follow the limits of your system component authorization, working only within the limits of your PSSP authorization.
- And of course, you have to understand and review your functional component, including this course.
- Finally, you must understand and review local information for the region you work in.

Manager responsibilities

These are the manager responsibilities:

- Ensure that their employees and contractors complete and understand the training for the system component, the applicable functional component(s) and local information; and ensure that authorized workers understand the limits of their authorization.
- Regularly review the list of authorized workers under their direction and ensure that their authorizations are current and accurate for the type of work being undertaken.

Authorizing manager responsibilities

These are the authorizing manager responsibilities:

- Authorize workers.

For a list of authorizing mangers, ask your **BC Hydro manager** or **BC Hydro contract representative**.

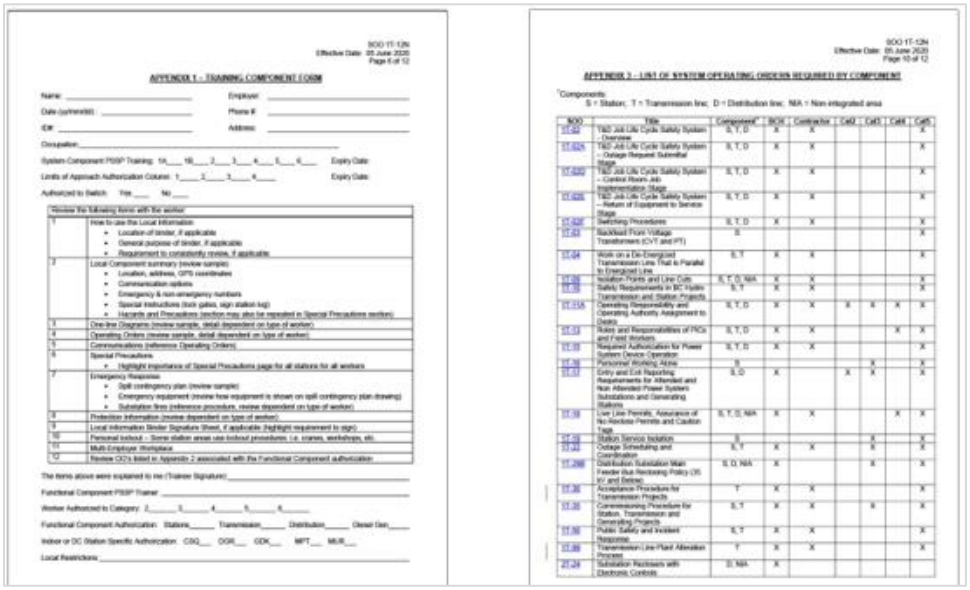
BC Hydro contract representative responsibilities

These are the BC Hydro contract representative responsibilities:

- Train all workers under their direction
- Authorize workers or finding authorizing managers available to complete authorizations.

1T-12N and your responsibilities

Your TXC responsibilities include understanding and completing the requirements in **Appendices 1** and **3** of **1T-12N**.



Appendix 1

Appendix 1 is called the **Training Component Form** and acts as a checklist for your TXC training.

Once you have completed TXC and local information training, you are responsible for contacting your BC Hydro manager or BC Hydro contract representative to review the Appendix 1 checklist with you.

After the review, you are responsible for filling in the first four lines of this Appendix, completing signoff to confirm your understanding of the checklist items and submitting Appendix 1 to an authorizing manager or BC Hydro contract representative so that they can enter you into the PSSP MANAGER database.

Appendix 3

Completing Appendix 3 is part of your TXC training.

It lists the operating orders that you are responsible for reviewing and understanding, based on the TXC functional component, your system component training category and your status as a BC Hydro employee or contractor.

In 1T-12N, you'll be able to find your relevant operating orders by selecting the links in Appendix 3.

If you have any issues locating operating orders from Appendix 3, contact your BC Hydro manager or your BC Hydro contract representative.

Scenario: How to confirm training requirements in 1T-12N Appendix 3

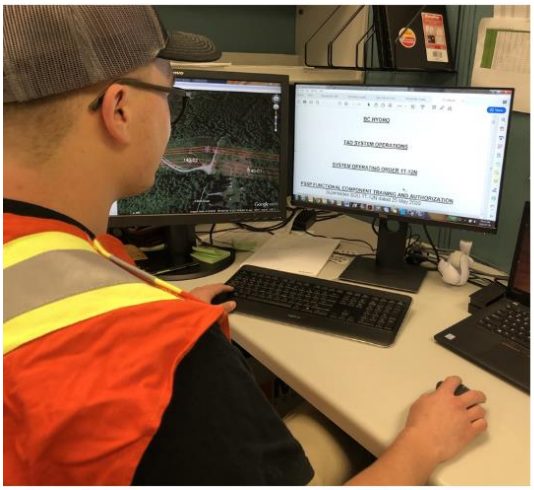
Let's go through another scenario with Michael.

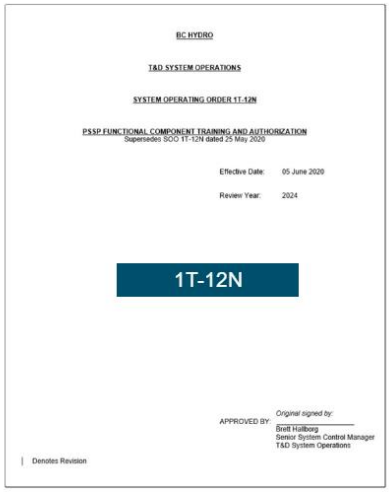
Now that you've seen Michael find 1T-12N and learned about 1T-12N Appendix requirements, the next step is to determine Michael's TXC requirements.

Michael has completed PSSP system component training category 3. He knows he can use Appendix 3 from 1T-12N to determine the operating orders that he must review and understand as part of his TXC training.

What do you think Michael's first step will be?

Michael's first step is to locate 1T-12N.





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T&D SYSTEM OPERATIONS

SYSTEM OPERATING ORDER 1T-12N

PSSP FUNCTIONAL COMPONENT TRAINING AND AUTHORIZATION
Supersedes SOO 1T-12N dated 25 May 2020

Effective Date: 05 June 2020

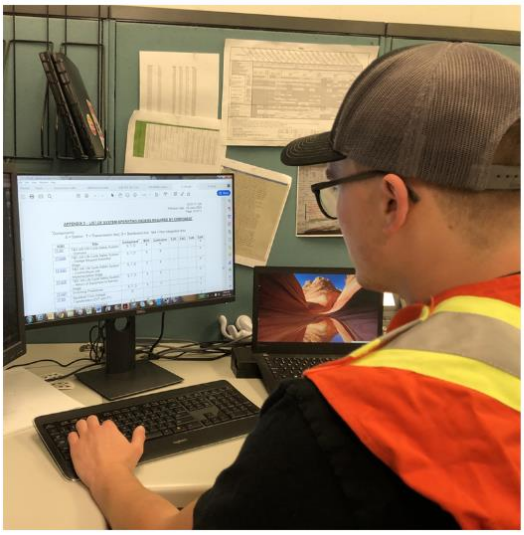
Review Year: 2024

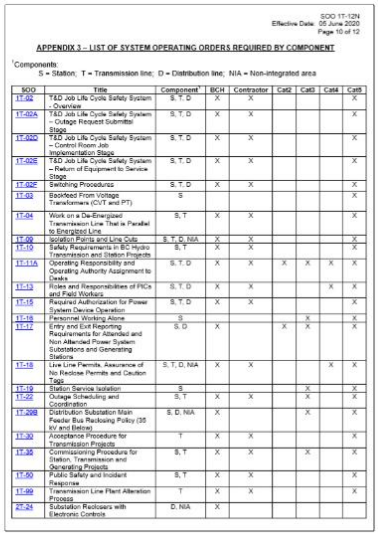
1T-12N

APPROVED BY: Original signed by:
Brett Hallborg
Senior System Control Manager
T&D System Operations

| Denotes Revision

Within 1T-12N, Michael locates Appendix 3.





SOO 1T-12N
Effective Date: 05 June 2020
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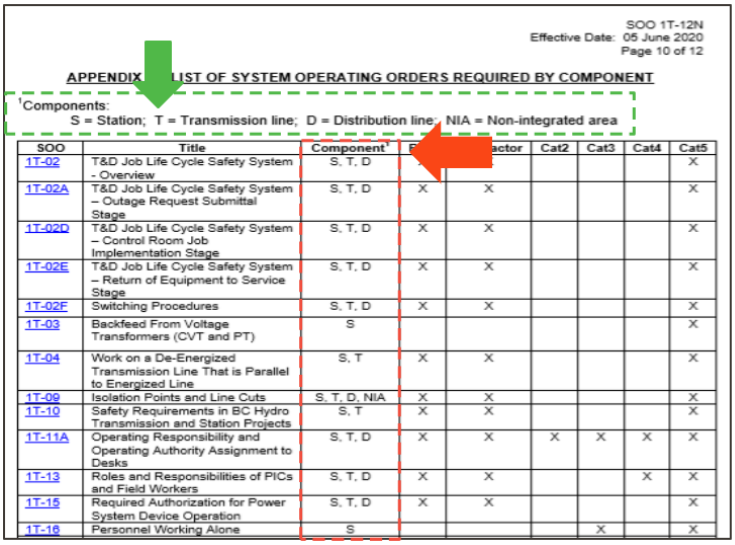
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System – Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Outs	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X
1T-17	Entry and Exit Reporting Requirements for Attended and Non Attended Power System Substations and Generating Stations	S, D	X		X	X		X
1T-18	Live Line Permits, Assurance of No Reclose Permits and Caution Tags	S, T, D, NIA	X	X			X	X
1T-19	Station Service Isolation	S				X		X
1T-22	Outage Scheduling and Coordination	S, T	X	X		X		X
1T-29B	Distribution Substation Main Feeder Bus Reclosing Policy (35 kV and Below)	S, D, NIA	X			X		X
1T-30	Acceptance Procedure for Transmission Projects	T	X	X				X
1T-35	Commissioning Procedure for Station, Transmission and Generating Projects	S, T	X	X		X		X
1T-50	Public Safety and Incident Response	S, T	X	X				X
1T-99	Transmission Line Plant Alteration Process	T	X	X				X
2T-24	Substation Reclosers with Electronic Controls	D, NIA	X					

As Michael is using Appendix 3 for his TXC training, he sees from the components list that he needs to review the rows that have a "T" in the component column.



SOO 1T-12N
Effective Date: 05 June 2020
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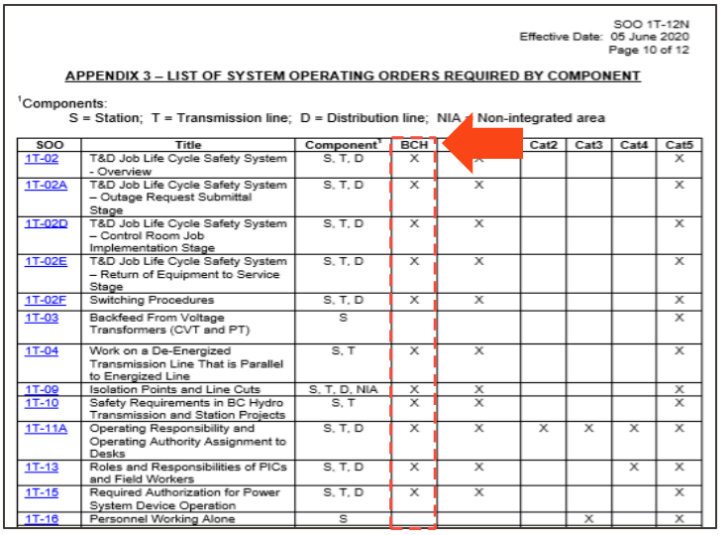
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	P…	…actor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D						X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X

Michael is completing TXC training.

As Michael is a BC Hydro employee, in addition to checking that operating orders in Appendix 3 have a “T” in the component column, he will need to check that he is reviewing operating orders that also have an “X” in the “BCH” column.



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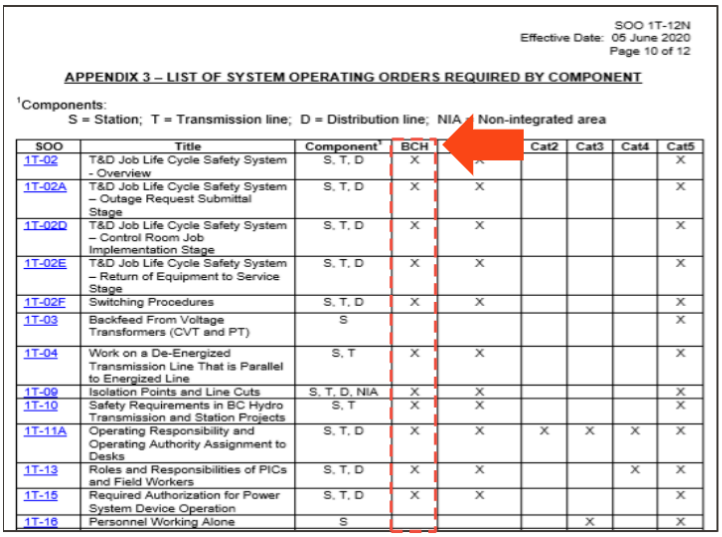
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	…	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X

Michael is a BC Hydro employee.

As Michael is a BC Hydro employee, in addition to checking that operating orders in Appendix 3 have a “T” in the component column, he will need to check that he is reviewing operating orders that also have an “X” in the “BCH” column.



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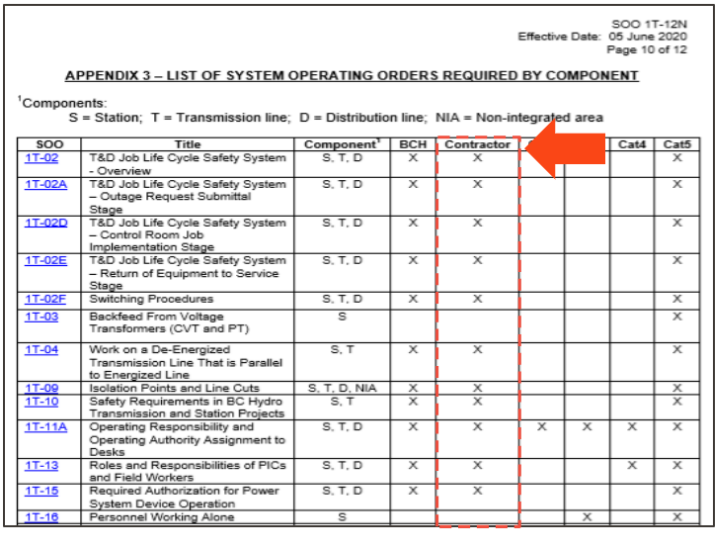
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X

Michael is a BC Hydro employee.

If Michael was a contractor, he'd instead need to check that there was an "X" in the "Contractor" column.



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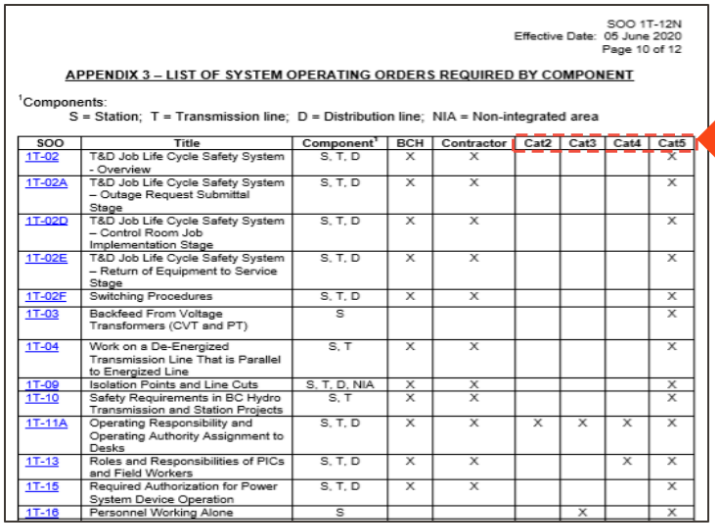
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X

If Michael was a contractor…

As a system component training category 3 worker, Michael will need to do a final check that he is reviewing operating orders that are relevant to his system component training category.



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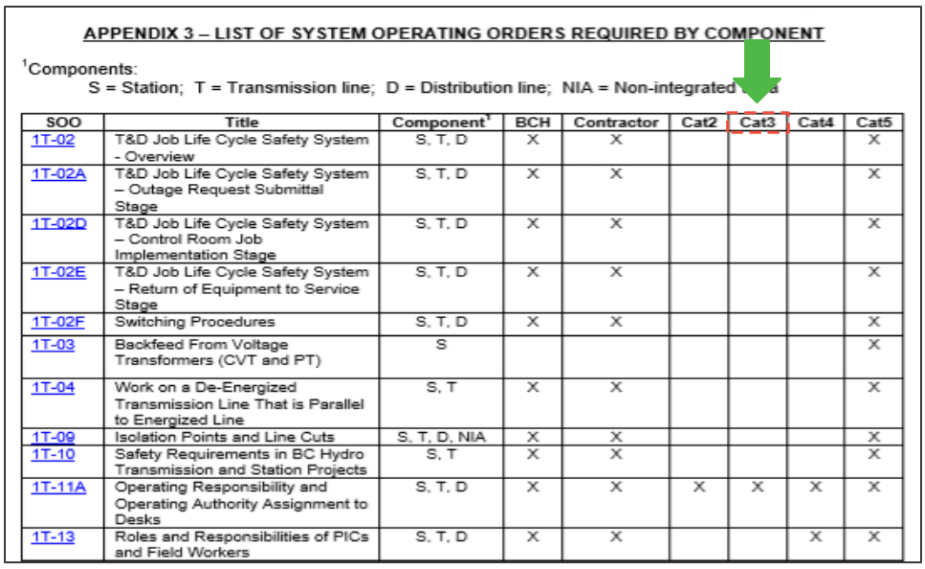
APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X
1T-15	Required Authorization for Power System Device Operation	S, T, D	X	X				X
1T-16	Personnel Working Alone	S				X		X

Michael is a system component training category 3 worker.

Michael finds system component training category 3 on the Appendix and follows the column down.

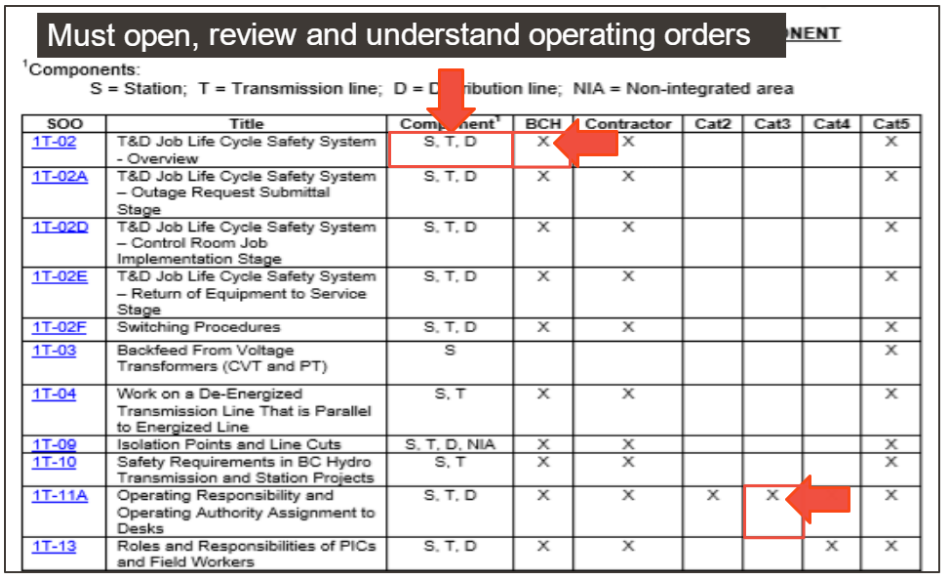


APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X

He knows that he must open, review and understand all operating orders that have the “T” in the component column, that are marked with an “X” in the BCH column and that are marked with an “X” in the Cat3 column.

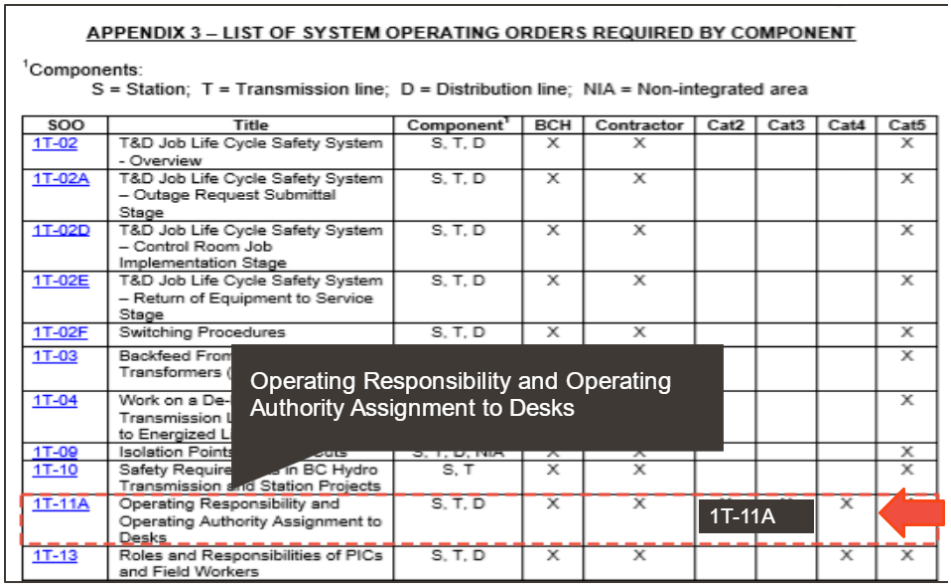


APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X		X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X

He sees that the first operating order that fulfills these three requirements is 1T-11A.



Michael selects the 1T-11A link and the operating order PDF pops up on the screen for him to begin his review.

APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
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SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11A	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X

Michael can now read 1T-11A and ensure his understanding.

BC HYDRO

T&D SYSTEM OPERATIO

Now that Michael has located 1T-11A, he can review and ensure his understanding of the operating order.

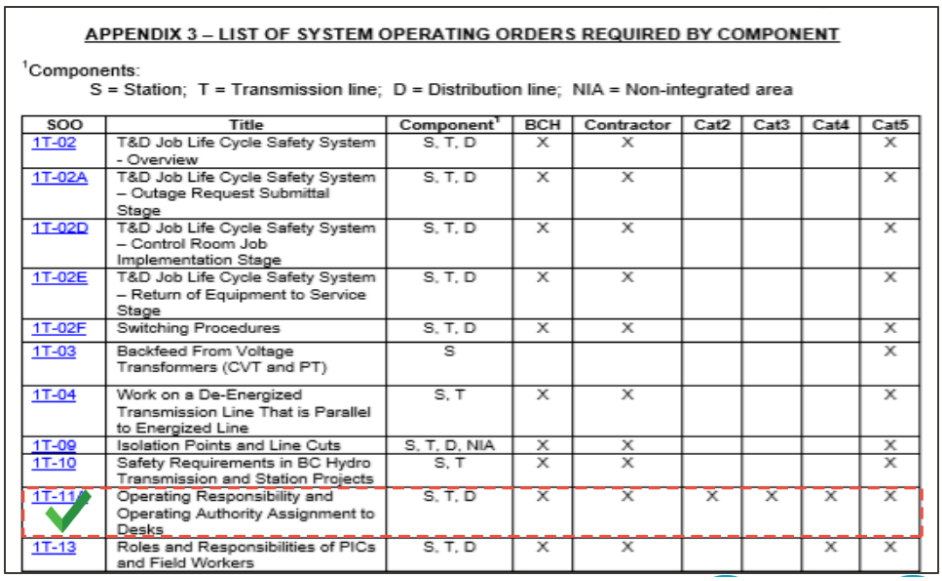
SYSTEM OPERATING ORDER 1T– 11A

OPERATING RESPONSIBILITY AND OPERATING AUTHORITY ASSIGNMENT TO DESKS
Supersedes SOO 1T-11A issued 19 December 2019

Effective Date: 04 August 2020

Review Year: 2021

He has successfully found one of the operating orders that he is responsible for reviewing for TXC authorization as a system component training category 3 BC Hydro employee.



APPENDIX 3 – LIST OF SYSTEM OPERATING ORDERS REQUIRED BY COMPONENT

[1]Components:
S = Station; T = Transmission line; D = Distribution line; NIA = Non-integrated area

SOO	Title	Component[1]	BCH	Contractor	Cat2	Cat3	Cat4	Cat5
1T-02	T&D Job Life Cycle Safety System - Overview	S, T, D	X	X				X
1T-02A	T&D Job Life Cycle Safety System – Outage Request Submittal Stage	S, T, D	X	X				X
1T-02D	T&D Job Life Cycle Safety System – Control Room Job Implementation Stage	S, T, D	X	X				X
1T-02E	T&D Job Life Cycle Safety System – Return of Equipment to Service Stage	S, T, D	X	X				X
1T-02F	Switching Procedures	S, T, D	X	X				X
1T-03	Backfeed From Voltage Transformers (CVT and PT)	S						X
1T-04	Work on a De-Energized Transmission Line That is Parallel to Energized Line	S, T	X	X				X
1T-09	Isolation Points and Line Cuts	S, T, D, NIA	X	X				X
1T-10	Safety Requirements in BC Hydro Transmission and Station Projects	S, T	X	X				X
1T-11	Operating Responsibility and Operating Authority Assignment to Desks	S, T, D	X	X	X	X	X	X
1T-13	Roles and Responsibilities of PICs and Field Workers	S, T, D	X	X			X	X

You need to review and understand all operating orders that apply to you based on transmission component, employment status and system component training category on all pages of Appendix 3.

This scenario only shows one of multiple operating orders on the first page of the Appendix; however, you must check the entire Appendix for the operating orders that are relevant for you.

Contractors: If you don't have access to any of the operating orders in Appendix 3, please ask your BC Hydro contract representative.

Knowledge check

Question

In addition to completing this course and passing the TXC final exam, which 1T-12N responsibilities are required to complete your TXC functional component training?

(select all that apply)

○ Reviewing and submitting Appendix 1 to an authorizing manager or BC Hydro contract representative.

○ Reviewing the Appendix 3 operating orders that are required for the transmission component according to your BC Hydro employment status and system component training category.

○ Reviewing requirements for other functional components (station, distribution, non-integrated areas).

○ Reviewing all operating orders in Appendix 3.

Knowledge check

Question

It is the responsibility of your manager, whether they are a BC Hydro manager or a BC Hydro contract representative, to ensure that you review and understand your functional component requirements.

○ True

○ False

Section 3: Local information training and access considerations

In this section, we'll identify the relevant information in local information that is required prior to accessing the transmission worksite, as well as considerations for access procedures for transmission worksites.

Take a moment to review the objectives for this section.

Objectives

When you're finished this section, you'll be able to:

- Identify relevant information in the Local Information Sheet prior to accessing the transmission worksite.
- Identify considerations for access procedures for transmission worksites.

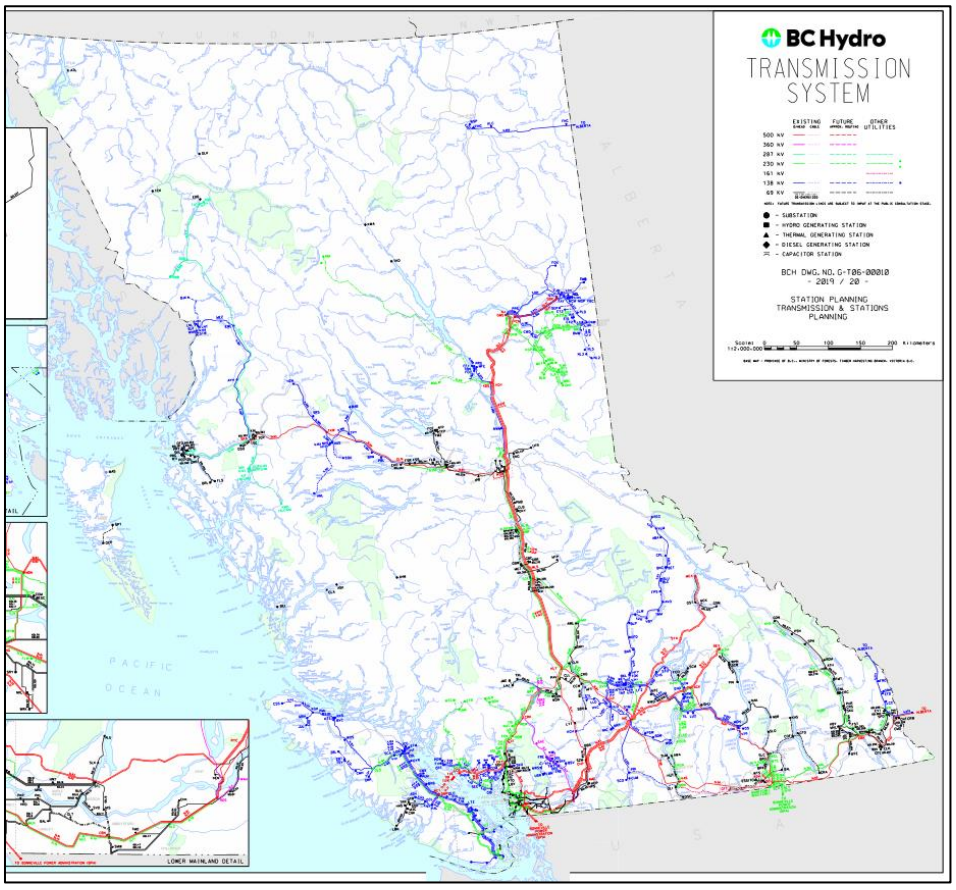
Local Information Sheet

There are eight regions in the province of British Columbia, each with its own local information to review.

For transmission work in an **unfamiliar region,** you must complete that region's local information training.

For the region that you work in, you'll need to refresh local information training every two years to maintain **PSSP authorization**.

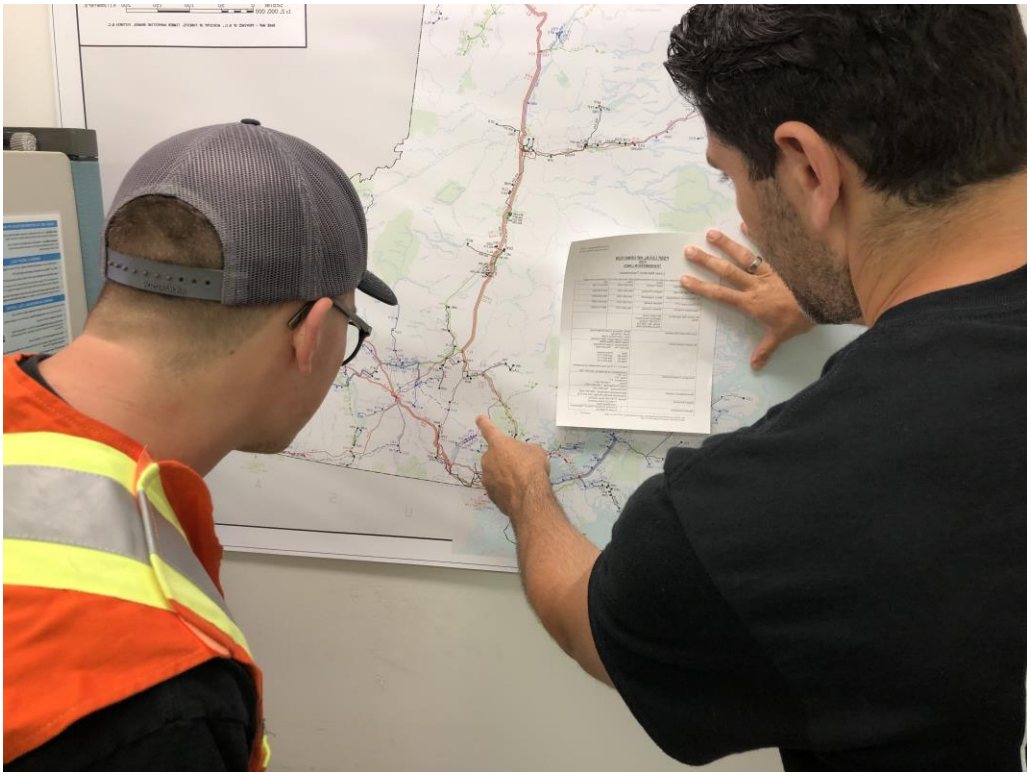
The Local Information Sheet is central to the local information training that you need to complete as a BC Hydro employee or contractor.



Local information training

Local information training includes:

1. Contacting your BC Hydro manager or BC Hydro contract representative.
2. Your BC Hydro manager or BC Hydro contract representative providing you with a Local Information Sheet to review.
3. Scheduling a time to review the Local Information Sheet with your BC Hydro manager or BC Hydro contract representative.



It's mandatory to review the Local Information Sheet with your BC Hydro manager or BC Hydro contract representative as a part of the 1T-12N Appendix 1 review requirements.

You must sign off to acknowledge that you have read and understood its contents prior to beginning your work on the transmission system.

You must renew your PSSP authorization every two years by retaking PSSP training. This ensures safety and prevents incidents.

Local Information Sheet sections

The Local Information Sheet is your resource for information specific to the region where you are working on the transmission system. Being familiar with the Local Information Sheet will help you to ensure your safety during your work at the transmission worksite.

The Local Information Sheet houses contact information, safety information and a list of operating procedures that are specific to the region where you will be working.

It's provided to you by your BC Hydro manager or BC Hydro contract representative.

Depending on the region, it may also be found on SIS and the contractor extranet.

SOO 1T-12N

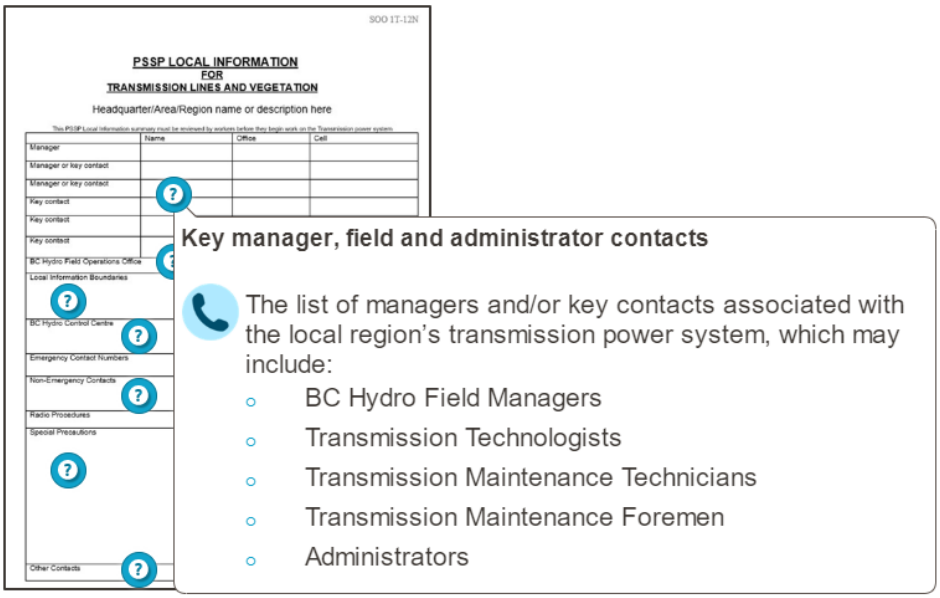
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION

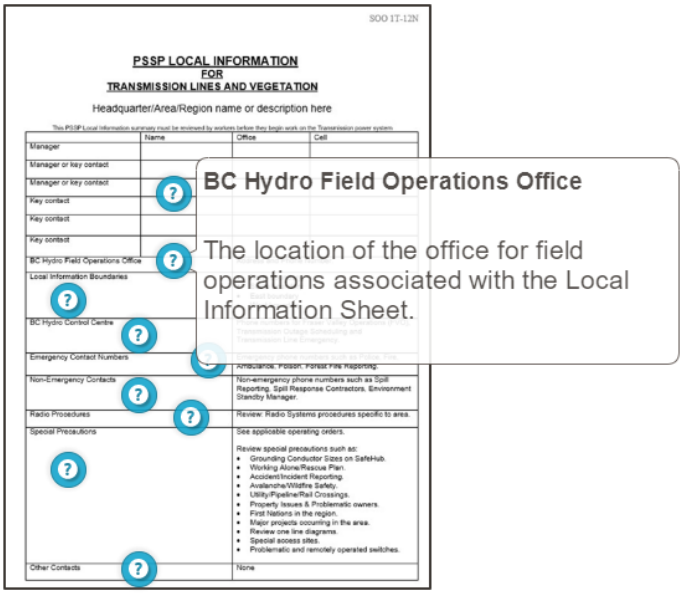
Headquarter/Area/Region name or description here

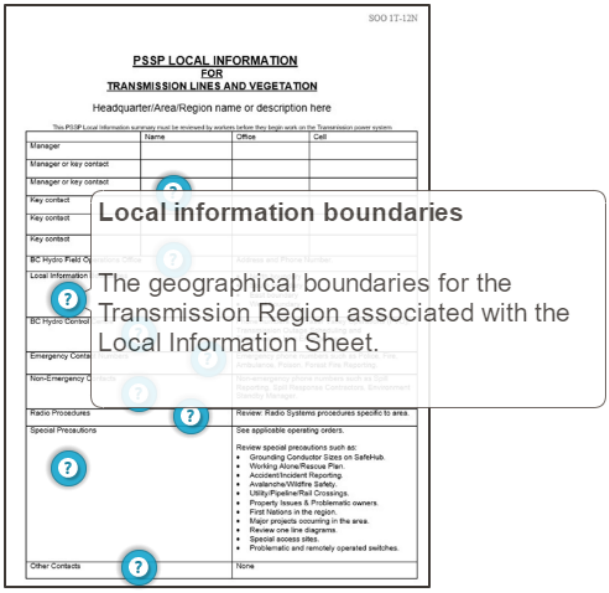
This PSSP Local Information summary must be reviewed by workers before they begin work on the Transmission power system

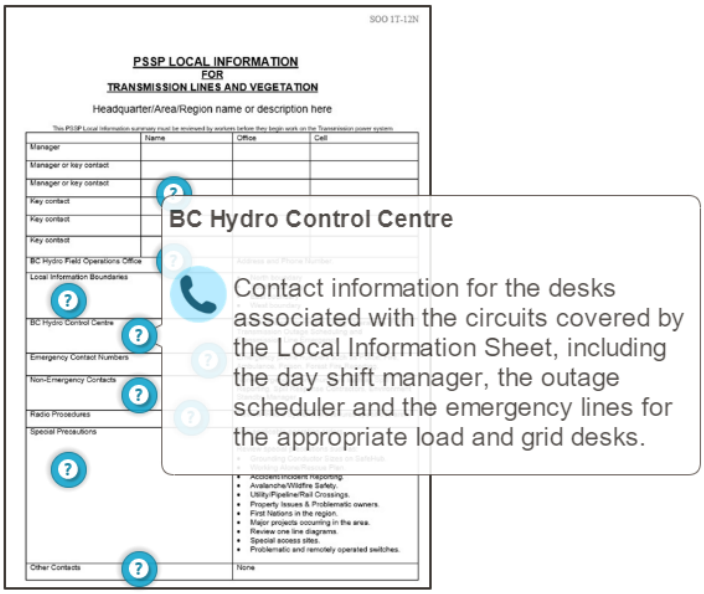
	Name	Office	Cell
Manager			
Manager or key contact			
Manager or key contact			
Key contact			
Key contact			
Key contact			

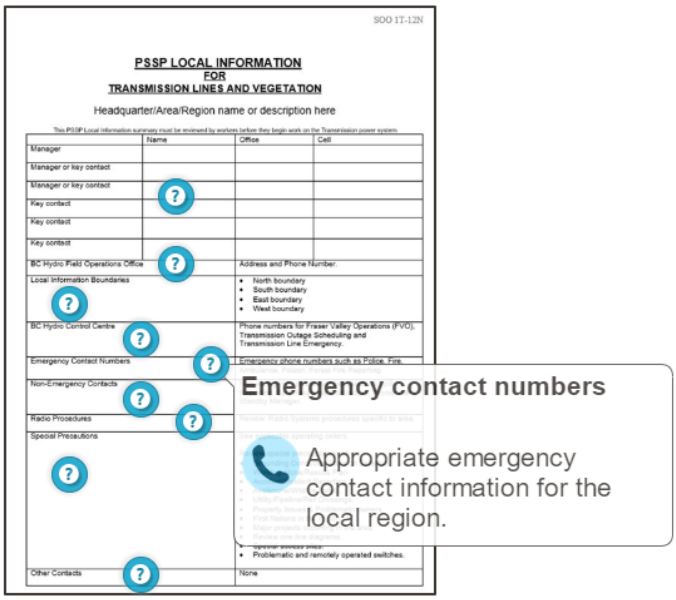
BC Hydro Field Operations Office	Address and Phone Number.
Local Information Boundaries	• North boundary • South boundary • East boundary • West boundary
BC Hydro Control Centre	Phone numbers for Fraser Valley Operations (FVO), Transmission Outage Scheduling and Transmission Line Emergency.
Emergency Contact Numbers	Emergency phone numbers such as Police, Fire, Ambulance, Poison, Forest Fire Reporting.
Non-Emergency Contacts	Non-emergency phone numbers such as Spill Reporting, Spill Response Contractors, Environment Standby Manager.
Radio Procedures	Review: Radio Systems procedures specific to area.
Special Precautions	See applicable operating orders. Review special precautions such as: • Grounding Conductor Sizes on SafeHub. • Working Alone/Rescue Plan. • Accident/Incident Reporting. • Avalanche/Wildfire Safety. • Utility/Pipeline/Rail Crossings. • Property Issues & Problematic owners. • First Nations in the region. • Major projects occurring in the area. • Review one line diagrams. • Special access sites. • Problematic and remotely operated switches.
Other Contacts	None

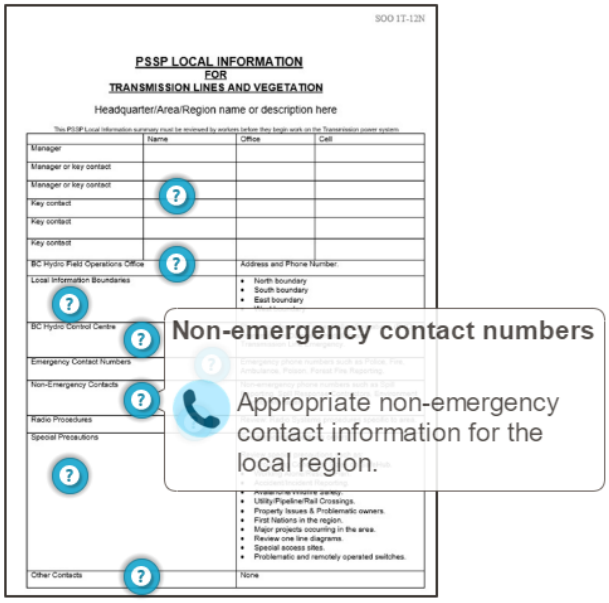

SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Local Information Boundaries
BC Hydro Control Centre
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Other Contacts
Key manager, field and administrator contacts
The list of managers and/or key contacts associated with the local region's transmission power system, which may include:
BC Hydro Field Managers
Transmission Technologists
Transmission Maintenance Technicians
Transmission Maintenance Foremen
Administrators

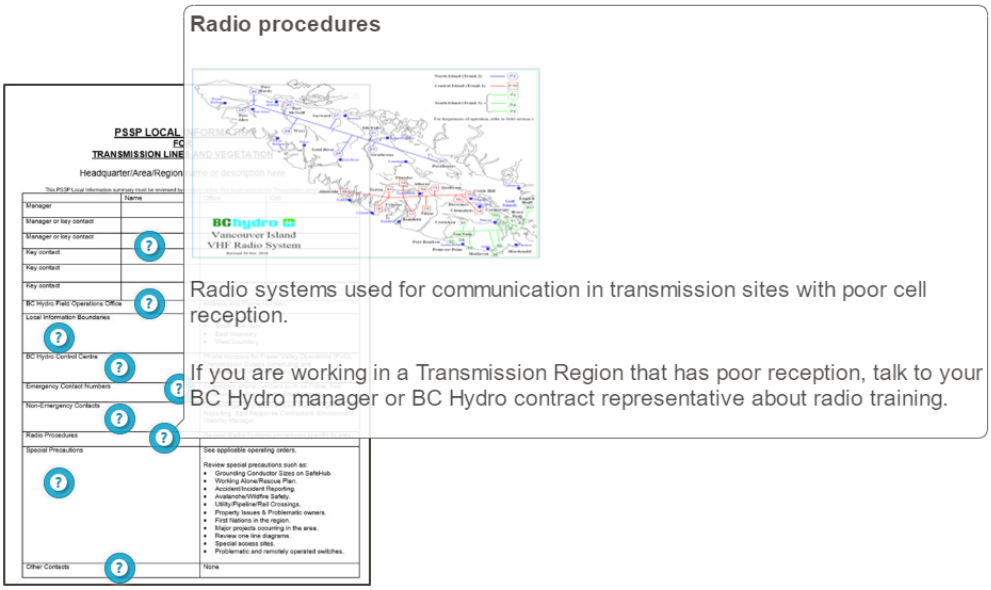

SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Local Information Boundaries
BC Hydro Control Centre
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Other Contacts
Non-emergency phone numbers such as Spill Reporting, Spill Response Contractors, Environment Standby Manager.
Review: Radio Systems procedures specific to area.
See applicable operating orders.
Review special precautions such as:
Grounding Conductor Sizes on SafeHub.
Working Alone/Rescue Plan.
Accident/Incident Reporting.
Avalanche/Wildfire Safety.
Utility/Pipeline/Rail Crossings.
Property Issues & Problematic owners.
First Nations in the region.
Major projects occurring in the area.
Review one line diagrams.
Special access sites.
Problematic and remotely operated switches.
None
BC Hydro Field Operations Office
The location of the office for field operations associated with the Local Information Sheet.

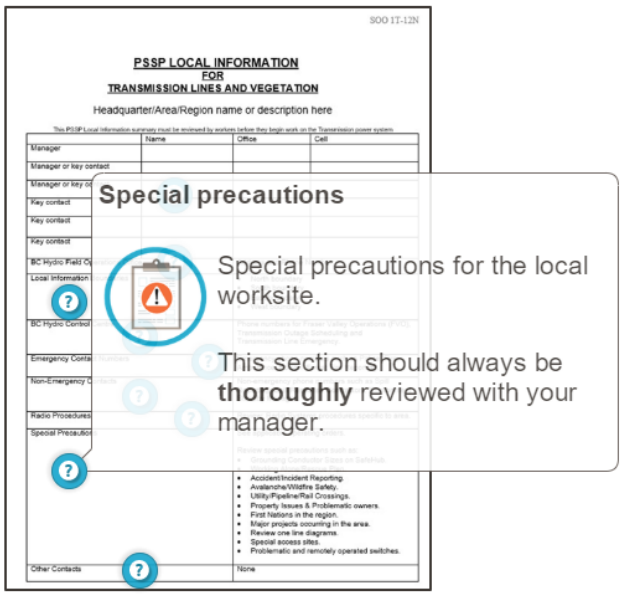

SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
Local Information Boundaries
BC Hydro Control Centre
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Other Contacts
Review Radio Systems procedures specific to area.
See applicable operating orders.
Review special precautions such as:
Grounding Conductor Sizes on SafeHub.
Working Alone/Rescue Plan.
Accident/Incident Reporting.
Avalanche/Wildfire Safety.
Utility/Pipeline/Rail Crossings.
Property Issues & Problematic owners.
First Nations in the region.
Major projects occurring in the area.
Review one line diagrams.
Special access sites.
Problematic and remotely operated switches.
None
Local information boundaries
The geographical boundaries for the Transmission Region associated with the Local Information Sheet.

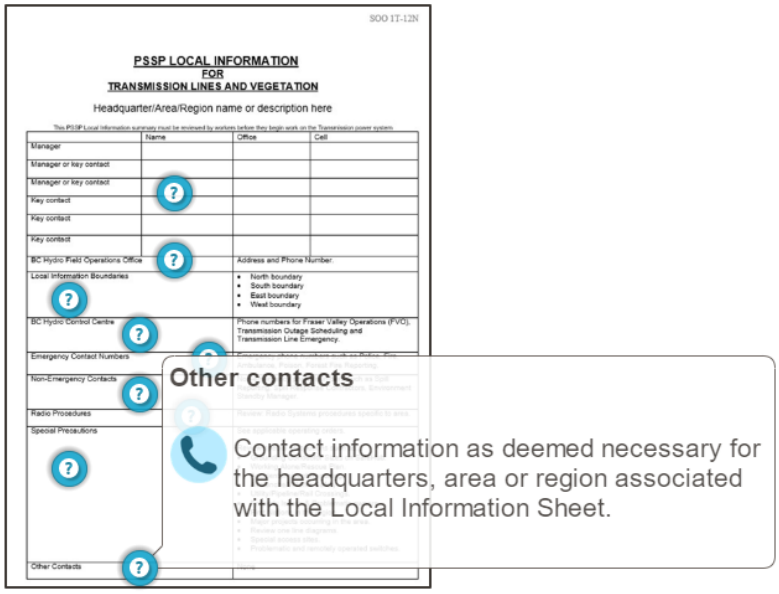

SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Local Information Boundaries
BC Hydro Control Centre
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Other Contacts
None
BC Hydro Control Centre
Contact information for the desks associated with the circuits covered by the Local Information Sheet, including the day shift manager, the outage scheduler and the emergency lines for the appropriate load and grid desks.


SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Address and Phone Number:
Local Information Boundaries
North boundary
South boundary
East boundary
West boundary
BC Hydro Control Centre
Phone numbers for Fraser Valley Operations (FVO), Transmission Outage Scheduling and Transmission Line Emergency.
Emergency Contact Numbers
Emergency phone numbers such as Police, Fire,
Non-Emergency Contacts
Radio Procedures
Special Precautions
Problematic and remotely operated switches.
Other Contacts
None
Emergency contact numbers
Appropriate emergency contact information for the local region.


SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
Office
Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Address and Phone Number:
Local Information Boundaries
North boundary
South boundary
East boundary
BC Hydro Control Centre
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Utility/Pipeline/Rail Crossings.
Property Issues & Problematic owners.
First Nations in the region.
Major projects occurring in the area.
Review one line diagrams.
Special access sites.
Problematic and remotely operated switches.
Other Contacts
None
Non-emergency contact numbers
Appropriate non-emergency contact information for the local region.


Radio procedures
BC hydro
Vancouver Island
VHF Radio System
Radio systems used for communication in transmission sites with poor cell reception.
If you are working in a Transmission Region that has poor reception, talk to your BC Hydro manager or BC Hydro contract representative about radio training.


SOO 1T-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Special precautions
Special precautions for the local worksite.
This section should always be thoroughly reviewed with your manager.


SOO IT-12N
PSSP LOCAL INFORMATION
FOR
TRANSMISSION LINES AND VEGETATION
Headquarter/Area/Region name or description here
Name
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Cell
Manager
Manager or key contact
Manager or key contact
Key contact
Key contact
Key contact
BC Hydro Field Operations Office
Address and Phone Number:
Local Information Boundaries
North boundary
South boundary
East boundary
West boundary
BC Hydro Control Centre
Phone numbers for Fraser Valley Operations (FVO), Transmission Outage Scheduling and Transmission Line Emergency.
Emergency Contact Numbers
Non-Emergency Contacts
Radio Procedures
Special Precautions
Other Contacts
Other contacts
Contact information as deemed necessary for the headquarters, area or region associated with the Local Information Sheet.

Transmission and right-of-way access considerations

Before you start your work, there are things that you should always consider before entering a transmission worksite.

BC Hydro has specific access procedures that you must follow to ensure your entry into the transmission worksite is an easy and safe experience.

As access procedures are location-specific, they will be provided to you during local information training you'll complete after this course. For example, some local regions require you to call the Local Manager when you arrive at the transmission worksite, while others will not.

You'll also be made aware of the appropriate procedures for worksites and rights-of-way that require gate access.

Ensure you report any problems with gates or right-of way access immediately.

- If you are a BC Hydro employee, report it to the local manager.
- If you are a contractor, report it to your BC Hydro contract representative.

Procedures for gated right-of-way and sites

Entry procedure for gated rights-of-way and transmission sites:

- Unlock and enter the gate — ensure you have the appropriate means to access the site.
- Close and lock the gate behind you — if it's an automatic gate, wait for it to close and lock.

Exit procedure for gated rights-of-way and transmission sites:

- Ensure the gate is closed and locked.

Reporting problems with gates and access

When you get to a gated transmission worksite, ensure you report problems with the gates immediately — including a broken gate, a broken lock or new locks.

If you are a BC Hydro employee:

- Report the problems to the local manager listed on your Local Information Sheet.

If you are a contractor:

- Report the problems to your BC Hydro contract representative.

Getting PSSP authorization to access a transmission worksite

Now that you know about Local Information Sheets and what to consider for transmission worksite access, let's review the mandatory requirement for accessing a transmission worksite; getting PSSP authorization.

There will be some steps necessary for you to complete after this TXC course to ensure you have the PSSP authorization you need to access the transmission portion of the power system to do your work.

Scenario: Next steps after this TXC course for PSSP authorization

Let's go through a scenario demonstrating the steps to take after this TXC course to obtain your PSSP authorization with Michael.

Michael has:

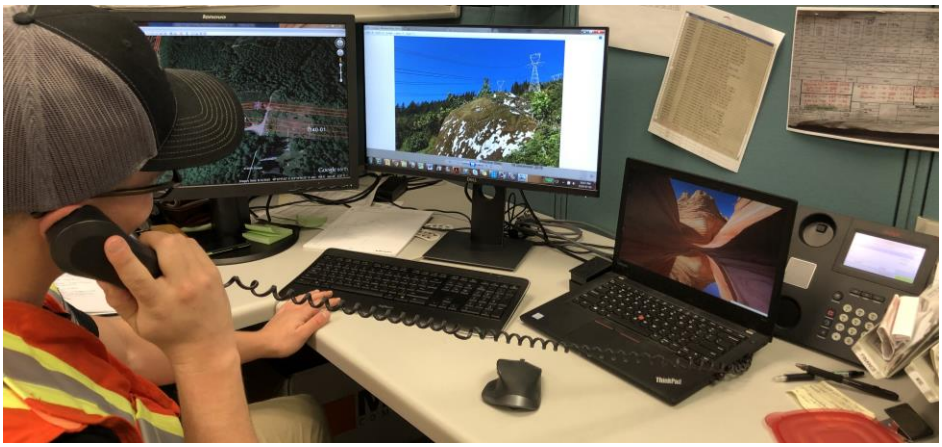
- Completed this TXC course and passed the TXC final exam.
- Completed his 1T-12N Appendix 3 requirements to review and understand relevant operating orders for TXC.
- Completed his local information training.

Now that Michael has completed his TXC course, TXC exam and 1T-12N Appendix 3 requirements, let's look at his next steps to get PSSP authorization.

Complete local information training

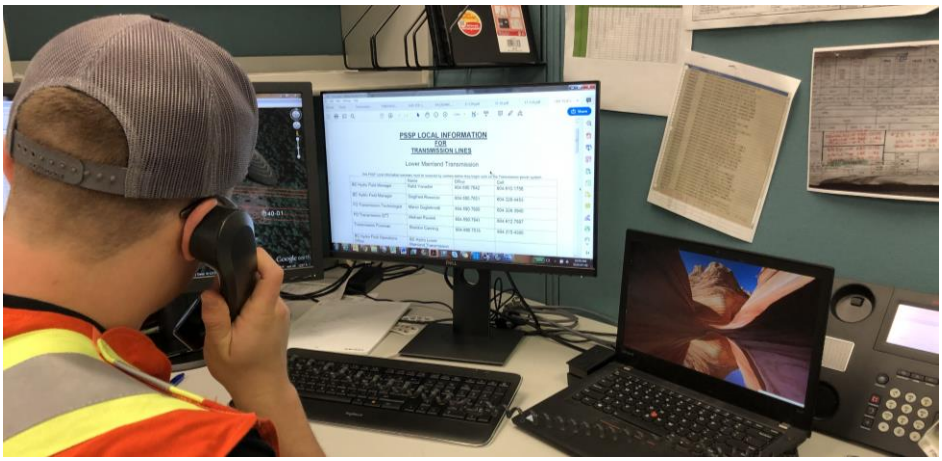
Michael completes the local information training, as follows:

- He contacts his BC Hydro manager or BC Hydro contract representative.
- His BC Hydro manager or BC Hydro contract representative provides Michael with the Local Information Sheet to review.
- Michael schedules a time to review the Local Information Sheet with his BC Hydro manager or BC Hydro contract representative.



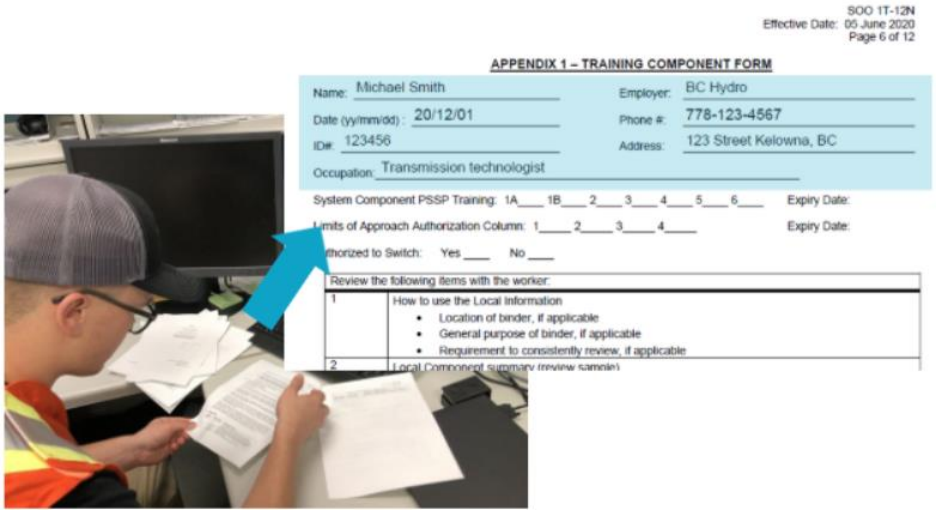
Review 1T-12N Appendix 1

Michael contacts his BC Hydro manager or BC Hydro contract representative to review 1T-12N Appendix 1.



Fill out 1T-12N Appendix 1

After the review, Michael completes the first four lines of 1T-12N Appendix 1.



SOO 1T-12N
Effective Date: 05 June 2020
Page 6 of 12

APPENDIX 1 – TRAINING COMPONENT FORM

Name: Michael Smith | Employer: BC Hydro
Date (yy/mm/dd): 20/12/01 | Phone #: 778-123-4567
ID#: 123456 | Address: 123 Street Kelowna, BC
Occupation: Transmission technologist

System Component PSSP Training: 1A___ 1B___ 2___ 3___ 4___ 5___ 6___ Expiry Date:
Limits of Approach Authorization Column: 1___ 2___ 3___ 4___ Expiry Date:
Authorized to Switch: Yes ___ No ___

Review the following items with the worker:	
1	How to use the Local Information • Location of binder, if applicable • General purpose of binder, if applicable • Requirement to consistently review, if applicable
2	Local Component summary (review sample)

Sign off on 1T-12N Appendix 1

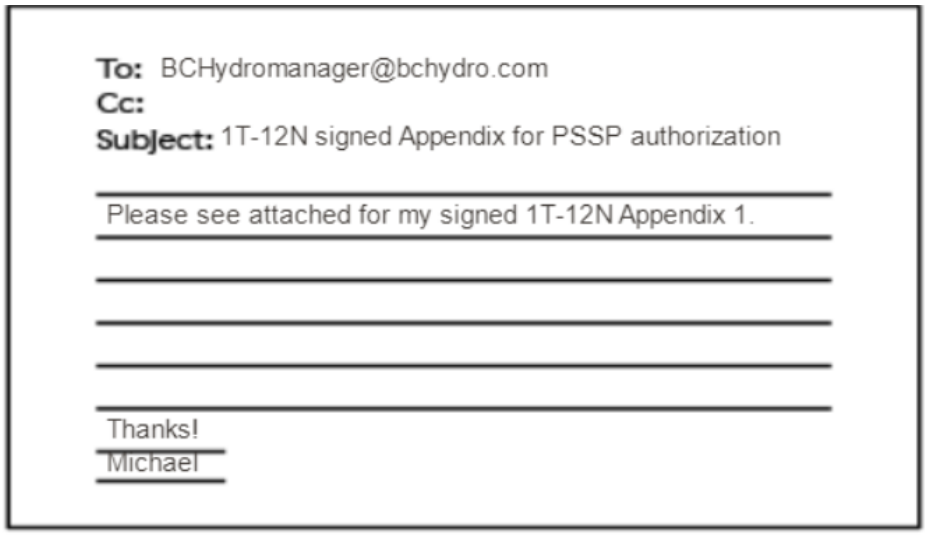
Then, Michael reviews the 1T-12N Appendix 1 checklist and, if he has no further questions, signs the signature line to confirm his understanding.

Review the following items with the worker:	
1 ✓	How to use the Local Information • Location of binder, if applicable • General purpose of binder, if applicable • Requirement to consistently review, if applicable
2 ✓	Local Component summary (review sample) • Location, address, GPS coordinates • Communication options • Emergency & non-emergency numbers • Special Instructions (lock gates, sign station log) • Hazards and Precautions (section may also be repeated in Special Precautions section)
3 ✓	One-line Diagrams (review sample, detail dependent on type of worker)
4 ✓	Operating Orders (review sample, detail dependent on type of worker)
5 ✓	Communications (reference Operating Orders)
6 ✓	Special Precautions • Highlight importance of Special Precautions page for all stations for all workers
7 ✓	Emergency Response • Spill contingency plan (review sample) • Emergency equipment (review how equipment is shown on spill contingency plan drawing) • Substation fires (reference procedure, review dependent on type of worker)
8 ✓	Protection Information (review dependent on type of worker)
9 ✓	Local Information Binder Signature Sheet, if applicable (highlight requirement to sign)
10 ✓	Personal lockout – Some station areas use lockout procedures: i.e. cranes, workshops, etc.
11 ✓	Multi-Employer Workplace
12 ✓	Review OO's listed in Appendix 2 associated with the Functional Component authorization

The items above were explained to me (Trainee Signature): M Smith

Submit signed 1T-12N Appendix 1

Now, Michael must send 1T-12N Appendix 1 to an authorizing manager or BC Hydro contract representative.



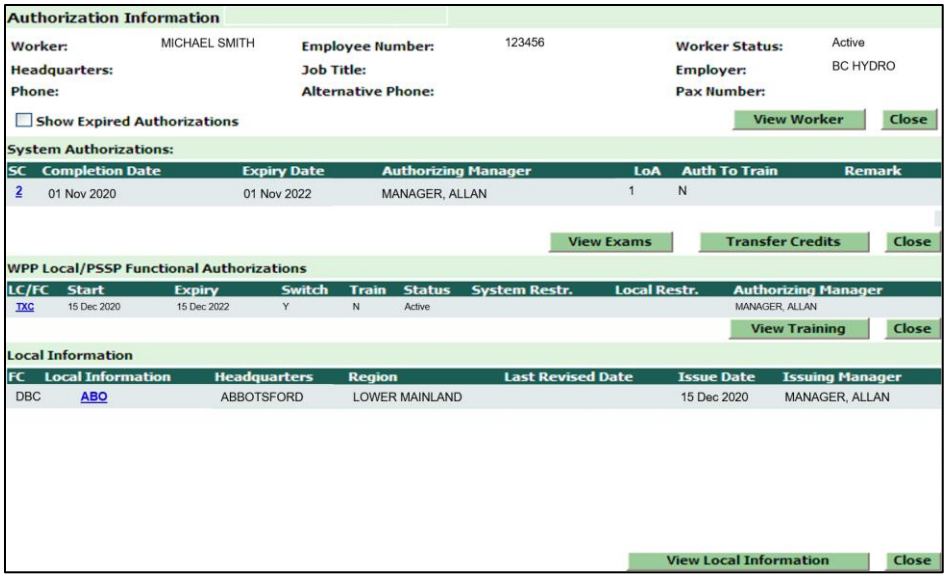
To: BCHydromanager@bchydro.com
Cc:
Subject: 1T-12N signed Appendix for PSSP authorization

Please see attached for my signed 1T-12N Appendix 1.

Thanks!
Michael

PSSP authorization added to PSSP MANAGER

Michael's last step is to wait until his PSSP authorization has been entered into PSSP MANAGER by a BC Hydro authorizing manager. This can take up to two weeks.



Authorization Information

Worker: MICHAEL SMITH | Employee Number: 123456 | Worker Status: Active
Headquarters: | Job Title: | Employer: BC HYDRO
Phone: | Alternative Phone: | Pax Number:

☐ Show Expired Authorizations — View Worker — Close

System Authorizations:

SC	Completion Date	Expiry Date	Authorizing Manager	LoA	Auth To Train	Remark
2	01 Nov 2020	01 Nov 2022	MANAGER, ALLAN	1	N	

View Exams — Transfer Credits — Close

WPP Local/PSSP Functional Authorizations

LC/FC	Start	Expiry	Switch	Train	Status	System Restr.	Local Restr.	Authorizing Manager
TXC	15 Dec 2020	15 Dec 2022	Y	N	Active			MANAGER, ALLAN

View Training — Close

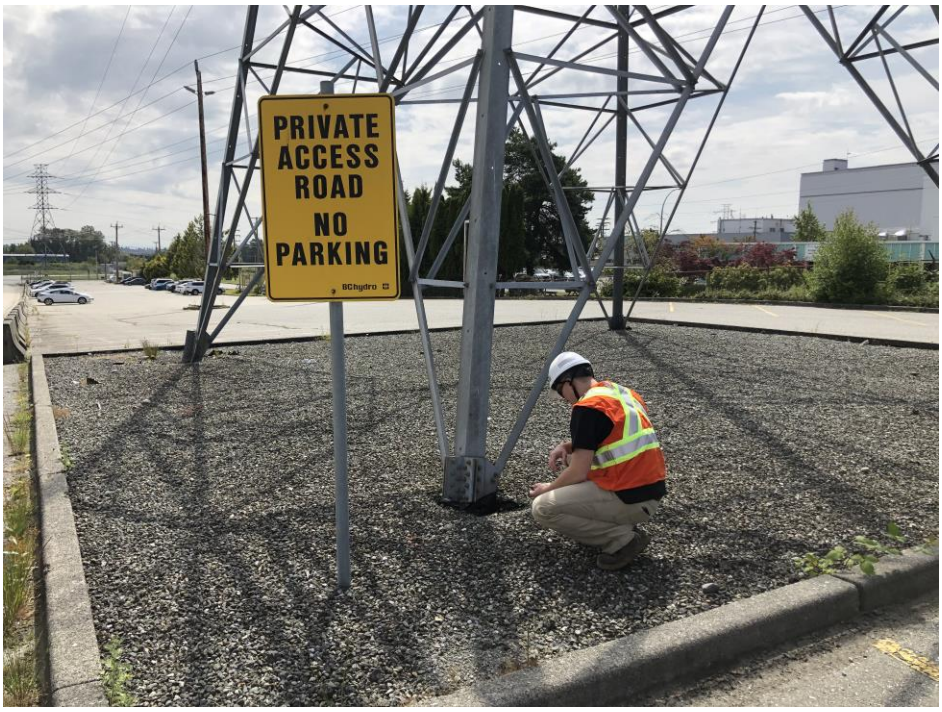
Local Information

FC	Local Information	Headquarters	Region	Last Revised Date	Issue Date	Issuing Manager
DBC	ABO	ABBOTSFORD	LOWER MAINLAND		15 Dec 2020	MANAGER, ALLAN

View Local Information — Close

PSSP authorization completed

It's only when Michael has completed these steps that he has the PSSP authorization to access the transmission worksite.



Knowledge check

Question

All access procedures for transmission worksites are the same.

◯ True

◯ False

Knowledge check

Question

What would you find on a Local Information Sheet?

(select all that apply)

◯ Emergency contact numbers

◯ Substation contact numbers

◯ A map showing all BC Hydro facilities

◯ Access procedures

Section 4: Wrapping up

In this section, we'll wrap up the course and review the training and authorization requirements for PSSP authorization.

Take a moment to review the objectives for this section.

PSSP training and authorization requirements

Before wrapping up: Let's confirm what you need **before** you start your work on the transmission system.

You need:

- system component training
- functional component training
- local information training
- authorization of a BC Hydro authorizing manager

Once you have these four things, you'll be allowed to access the transmission portion of the power system.

It's only once you have these four things that you can access or work on the transmission portion of the power system. Please be aware that PSSP authorization can take up to 2 weeks to be received.

Remember if you are assigned to a new Transmission Region or haven't worked in a local region for over two years, you aren't PSSP authorized to work there until you've completed local information training by reviewing the Local Information Sheet with your BC Hydro manager or BC Hydro contract representative.

Wrapping up

Congratulations – you've reached the end of the course. Take a moment to review what you've learned.

You should now be able to:

- Identify BC Hydro operating orders that are relevant to TXC and related work.
- Explain the training and authorization requirements for accessing and working on the transmission portion of the BC Hydro power system.
- Recognize the requirements to review 1T-12N Appendix 1 for understanding, as well as complete its relevant sections, signoff and send to an authorizing manager upon completion of local information training.
- Recognize the requirements to complete a review of the relevant operating orders in 1T-12N Appendix 3 as well as pass the TXC final exam for TXC authorization.
- Identify worker TXC responsibilities.
- Identify relevant information in the Local Information Sheet prior to accessing the transmission worksite.
- Identify considerations for access procedures for transmission worksites.

Now that you've finished this course, you need to complete the final exam, review the relevant operating orders from Appendix 3, complete local information training and submit Appendix 1 after reviewing it with your manager.

Remember, the best source for the most current operating orders is always online, so check **SafeHub**, **Hydroweb**, **SIS** or the **contractor extranet**.