

Horizon Power's Self-managed registration and Authorisation Processes - Support Document

A guide to registration and Authorisation

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The content within this document will be updated without notice, ensure you have the latest version when referencing.

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1. Acknowledgement of Country

We acknowledge and pay our respect to Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia.

We are privileged to share their lands, throughout 2.3 million square kilometres of regional Western Australia and Perth, where our regional and central administration centres are based. We honour and pay respect to the past, present, and emerging Traditional Owners, and Custodians of these lands.

We acknowledge the continuation of cultural, spiritual, and educational practices of Aboriginal and Torres Strait Islander peoples across the nation and the Ancestors of these lands who have walked this country and hold a unique place in our nation's historical, cultural, and linguistic history.

2. About us

Horizon Power is a Western Australian Government Trading Enterprise which generates, distributes, and retails electricity to almost 48,000 connections in the state's regional and remote areas. We are governed by a Board of Directors accountable to the Minister of Energy.

We are responsible for the largest geographical catchment of any Australian power provider, spanning 2.3 million square kilometres ensuring our customers and their communities remain connected.

Horizon Power operates 38 isolated systems throughout the Kimberley, Gascoyne/Midwest, and the Goldfields/Esperance regions. Our service areas also include the North-West Interconnected System (being Horizon Power's Pilbara network). All of these systems are tailored to meet the unique needs of some of the most isolated and remote communities in the world.

We have diverse infrastructure which consists of generation, transmission, and distribution supply networks. This infrastructure may be above or below the ground and consists of both electrical and mechanical assets.

3. Introduction

This booklet provides users of Horizon Power's Self-managed registration and Authorisation processes with required support information. This information will assist guide the user with:

- definitions to terminology used within this two-tiered system,
- an overview of the structured two-tiered system, and
- an understanding of individual classifications, categories and their individual activities.

Within each category there are example activities that will cover the task/s the applicant will be carrying out. This will help the applicant complete the appropriate form and get them underway to work at Horizon Power.

The Self-managed registration and Authorisation two-tiered system provides contractors transparency and a clear pathway to work safely on our assets with the support of the Field Practice team.

4. Definitions

Table 1 below defines terminology used throughout the Self-managed registration and Authorisation processes.

Terminology	Definition
Asset	A piece of equipment used for the purpose of production, transmission or distribution of electrical energy. These assets can be deemed both prescribed/specified activity assets or non-prescribed/specified assets. They will be defined as such.
Authorisation matrix	Document listing the minimum qualifications, licences, skill set, and experience needed for a particular role.
Brownfield areas	Land that has been developed for the purpose of utility infrastructure/assets and as such, has these assets within this area.
Competent and Authorised person	Person who has the necessary qualifications, training, skill sets and experience to perform the duties designated.
Contractor Induction	Information that highlights contractor obligations, Horizon Power on-site hazards and minimum requirements to assist the contractor in identifying and implementing safety strategies that protect Contractors, HP personnel, customers and assets from potential harm.
Demarcated zone	An area that has a physical/visual barrier or defined understanding of a limited area.
Direct supervision	A person under the instruction and control of a competent and authorised person who is responsible for safety of this supervised person. They are always with and have direct and close contact.
Escorted in the context of Operational areas	A person being escorted by a competent and authorised person with direct supervision that allow the person to perform work activities.
Exclusion zone	An area within proximity of electrical apparatus that no part of a person, mobile plant or any object (other than appropriate equipment used by an authorised person) may encroach. This zone is the space between the Safe Approach Distance (SAD) and the apparatus.
Greenfield areas	Land that has never been used or developed for the purpose of utility infrastructure/assets or as part of the classification of a demarcated area has been deemed a greenfield area.
Horizon Power Authorisation	Approved contractors that are required to perform (Prescribed/Specified) activities on or near Horizon Power's electrical network or generation assets (energy production).
Near	A situation where there is a reasonable possibility of a person, either directly or through any conducting medium to come within the relevant SAD. In terms of distance "near" is the space between the Danger zone distance and the appropriate SAD.
Non-prescribed/ Non-specified activities	An activity that is not deemed an essential part of the production or transmission/distribution of electrical energy. That is, not working on or near Horizon Power generation or network assets.
Prescribed activities (work)	An activity carried out in the course of the design, construction, commissioning, operation, maintenance or decommissioning of Horizon Power's network in-service/commissioned asset(s).
Safe Approach Distance (SAD)	The minimum distance in air from conductors/cables that must be maintained by a trained person, their vehicle or mobile plant (including its load, controlling ropes and any other accessories) when approaching electrical apparatus other than for work in accordance with an appropriate permit.
Self-managed registration	The process to register a contractor(s) to carry out non-prescribed/non-specified activities for Horizon Power across their residential and commercially owned properties. These contractors have a legislative obligation to provide and maintain records for suitably trained, qualified and competent people.

Self-managed registration matrix	The minimum training, qualification, skill or experience needed to meet the requirement to undertake works in a safe and competent manner.
Specified activities (work)	An activity carried out in the course of the construction, commissioning, operation, maintenance or decommissioning of Horizon Power’s generation in-service/commissioned asset(s).
Visitor in the context of an Operational area	A person visiting someone or somewhere within an operational area for the purpose of observing only. No physical work under direct supervision.

Table 1 - Terminology and Definitions

5. Overview

The overview section outlines the:

- Field Practice team structure responsible for the two-tiered system used by Horizon Power that allows Horizon Power to understand who is working on our assets,
- the Self-managed registration and Authorisation processes of the two-tiered system,
- the underpinning matrices to support those processes,
- an explanation on the different classification and categories used within the two systems,
- the identification cards and their expiry, and
- information on compliance verification.

5.1 Responsibility Structure - Field Practice

The Field Practice team structure responsible for Horizon Power’s Self-managed registration and Authorisation tiered system is indicated by the dotted outline.

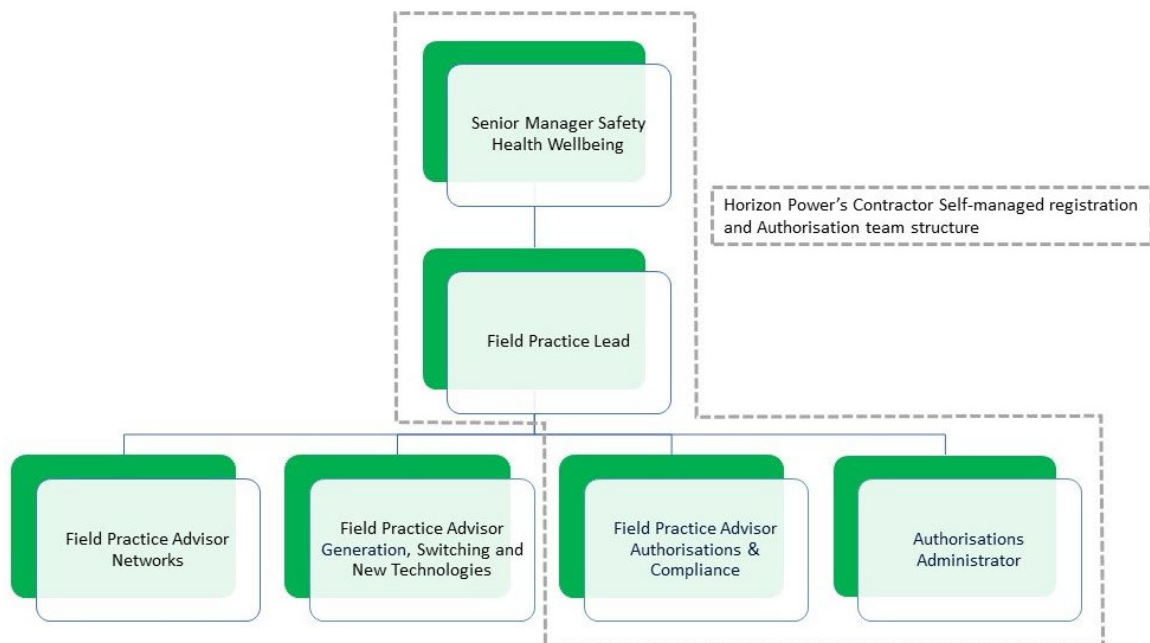


Figure 1 - Safety, Health and Wellbeing (Field Practice only)

5.2 The Two-tiered system - Self-managed registration and Authorisation

The two-tiered system, that being Self-managed registration and Authorisation is detailed below:

- Self-managed registration – is the tier that caters for both components of complex projects and non-prescribed and/or non-specified activities across Horizon Power’s residential and/or commercially owned properties. The complex project component allows the project to demarcate the site (act as a greenfield site) and conduct both non-prescribed/prescribed and non-specified/specified activities that are not connected to Horizon Power’s operational assets.

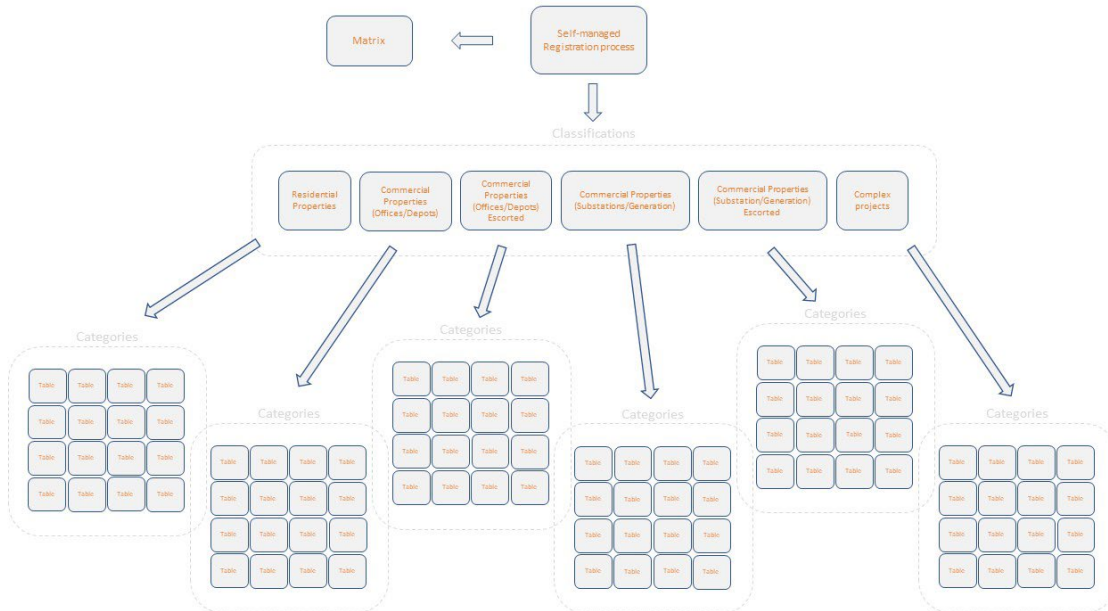


Figure 2 - Illustration of Self-managed registration structure

- Authorisation – is the tier for contractors that are required to perform prescribed and/or specified activities on or near Horizon Power’s in-service/commissioned operational electrical and mechanical assets.

Illustration coming soon

Figure 3 - Illustration of Authorisation structure

5.2.1 The Process document

The process document is a 'How-to Guide' that covers both tiered systems. This process is illustrated via a flowchart and highlights the following content:

- when Self-managed registration or Authorisation is required,
- the Self-managed registration process,
- the Authorisation process, and
- both compliance verification and non-conformance processes.

5.2.2 The Matrices

The process uses matrices to help the end-user identify what qualification, courses, training outcomes and/or skill sets that are required to undertake work safely on Horizon Power assets. The links to the matrices are below:

- Self-managed registration matrix (non-prescribed/non-specified)
- Demarcated complex projects (*coming soon*), and
- Authorisation (*coming soon*).

5.2.3 The Self-managed registration system classifications

A defined group of locations either secured or unsecured in nature. Within each classification there are identified categories (work types) specific to that location, for example, the classification could be a regional Horizon Power owned office, and the category could be electrical works.

These classifications consider all Horizon Power owned and managed infrastructure. The work undertaken within these classifications may be performed with the use of an escort or under the control of a complex project.

Residential Properties

This classification is a group of categories for Horizon Power owned or leased residential properties throughout Horizon Power regions. These residential properties are occupied by Horizon Power employees.

Commercial Properties (Offices/Depots)

This classification is a group of categories for Horizon Power owned commercial properties (Offices/Depots) throughout Horizon Power regions. The classification is for unescorted persons conducting tasks on Horizon Power assets within this location.

Commercial Properties (Offices/Depots) - Escorted

This classification is a group of categories for Horizon Power owned commercial properties (Offices/Depots) throughout Horizon Power service area. This classification is for escorted person by an authorised responsible person (Horizon Power employee or contractor). The escorted person conducting tasks on Horizon Power assets within this location must be supervised by the authorised person at all times. The application of this classification is not a preferred option and should only be used where emergency or unplanned work is required.

Commercial Properties (Substations/Generation sites)

This classification is a group of categories for Horizon Power owned commercial properties (Substations/Generation sites) throughout the regions. These properties are for the purpose of generating and transmitting electricity to an end-user. The classification is for unescorted persons conducting tasks on Horizon Power assets within this location.

Commercial Properties (Substations/Generation sites) - Escorted

This classification is a group of categories for Horizon Power owned commercial properties (Substations/Generation sites) throughout HP service regions. This classification is for escorted person by an authorised responsible person (Horizon Power employee or contractor). The escorted person conducting tasks on Horizon Power assets within this location must be supervised by the authorised person at all times. The application of this classification is not a preferred option and should only be used where emergency or unplanned work is required.

Complex projects

(Information in this section is Coming soon)

5.2.4 The Authorisation system classifications

(Information in this section is Coming soon)

5.2.5 Categories

Horizon Power has categorised activity groups within the classifications, these categories represent broader activity tables within sections six (6) and seven (7) of this document. When completing the appropriate form for either Self-managed registration or Authorisation these tables should be referenced to ensure the task being undertaken is represented. If the task is not represented, please contact the Field Practice team to discuss the missing task.

5.3 Registration and Authorisation cards

Once a worker is registered or approved to work at anyone of Horizon Powers properties or site locations, Horizon Power will issue a registration card or Authorisation card via the Horizon Power representative. This card is proof the worker has met the requirements with one of the two tiered systems (Self-managed or Authorisation), this card must always be kept on the worker when at a Horizon Power property or site location. The card may be requested by Horizon Power personnel and must be present upon request.

5.3.1 Registration Card

A Self-managed registration card will be issued to a worker that has applied and been approved/registered to perform non-prescribed or non-specified activities. The Self-managed registration card will expire three (3) years after initially being approved and issued. It is the responsibility of the worker to maintain re-registration via their accredited employer prior to expiry.

5.3.2 Authorisation card

An Authorisation card will be issued to a worker that has applied and been approved to perform Prescribed or Specified activities. The Authorisation card will expire three (3) years after initial approval and issue. It is the responsibility of the worker to maintain re-authorisation requirements with their accredited employer prior to the highlighted expiry dates.

As an interim measure, contractors must provide email confirmation of applicable registration or Authorisation approval until such time as the appropriate card has been issued.

5.4 Compliance verifications

A Compliance verification refers to the process utilised by the Field Practice team to validate the primary contractor or worker/s compliance with applicable regulations, contractual obligations, Self-managed registration / authorization and minimum training & competency compliance.

Compliance verification outcomes will be communicated to the Primary contractor and where applicable, HP representative, to identify areas of non-compliance and assist to implement remedy plans to address highlighted non-conformance.

5.4.1 Self-managed registration

Horizon Power will conduct desk-top and face-to-face compliance verifications with the primary contractor to ensure self-managed registration records are compliant, accurate and current. This verification will be based on a series of questions around 'New' and 'Existing' worker registrations. Audits are conducted using Horizon Power Cintellate/ROAM application. Compliance verification outcomes are communicated to both Horizon Power representatives and primary contractors.

The sample rates for Self-managed registration compliance verifications vary dependent on the contractor's status which includes:

- Contractors that are new to the self-managed system
- Contractors requiring further work in addressing non-conformance (targeted contractors)
- Existing contractor with minimal performance issues
- Contractors demonstrating a strong and ongoing compliance

Sample Rate – based on the number individual applications			
New Contractor	Targeted (non-compliant) Contractor	Existing Contractor (no performance issues)	Highly compliant Contractor
1 in 5 applicant assessment ratio or all applicants if < 5	1:1 applicant assessment ratio	1 in 15 applicant assessment ratio	1 in 50 applicant assessment ratio

Table 2 - Sample rate for Self-managed registration applications

5.4.2 Authorisation

(Information in this section is Coming soon)

5.5 Other considerations

Dependant on the tier-system you are required to use, and the obligation of that system will determine other consideration you must adhere too. Below are some of these considerations:

5.5.1 Contractor induction obligations

All new contractors must complete the Horizon Power Contractor Induction if they have not completed one of the induction sets listed in the table below within the past 12 months. The Contractor Induction is completed in conjunction with the Self-managed registration or Authorisation applications process. As mentioned in Section 5.3, both Self-managed registration and Authorisation has a 3-year expiry date.

In addition to the highlighted inductions below, regional and depot specific/site specific induction may be required prior to site work commencing.

Set 1 combination (Aveling)	Set 2 combination (EmPowerMe)
Horizon Power Safety Induction	General Induction
	Emergency Induction

	Operational Induction
--	-----------------------

Table 3 - Previous iterations of HP Inductions

5.5.2 Horizon Power Permits

Permitting at Horizon Power is defined by two systems, that being, Supplementary and Permit-to-Work. These permits may need to be considered when you are undertaking your work activities.

Permit-to-Work Standards

Horizon Power has two Permit-to-Work Standards:

1. Network Permit-To-Work Standard, and
2. Generation Permit-To-Work Standard

Permits used within these two systems are below:

Networks

- Electrical Access Permit (EAP)
- Vicinity Permit (VA)
- Sanction To Test (STT) Permit
- Operating Agreement (OA)

Generation

- Permit-to-Work Permit (PTW)
- High Voltage Electrical Access Permit (HVEAP)
- Sanction To Test (STT) Permit
- Operating Agreement (OA)

Further information about these permits can be sort from the System Operation team or HP representative.

Supplementary

Horizon Power uses three supplementary permits; they are listed below:

- Hot Work Permit
- Confined Space Permit
- Excavation and Trenching Permit

Further information about these permits can be sort from the Safety team.

6. Self-managed registration - Category activity tables

The following group of category tables in the classifications (residential, commercial and complex project) of the Self-managed registration tier, are in this section. The escorted component reflects the two commercial classification subsets.

6.1 Residential properties

The categories tables in section 6.1 represent tasks within residential properties.

6.1.1 Category - Airconditioning & Refrigeration works

- Installing or replacing an air conditioner
- Servicing an existing air conditioner
- Cleaning air conditioner vents and pads
- Repair or replace pipe work

Table 4 - Tasks relevant to Category (6.1.1)

6.1.2 Category - Asbestos Survey and Removal

- Conduct asbestos surveys
- Removing asbestos containing material

Table 5 - Tasks relevant to Category (6.1.2)

6.1.3 Category - Bricklaying

- Install new bricks
- Remove old bricks
- Perform existing brick maintenance

Table 6 - Tasks relevant to Category (6.1.3)

6.1.4 Category - Cleaning

- Periodic cleaning
- End of lease cleaning
- Cleaning due to a natural occurring event
i.e., storm damage
- Linen supply

Table 5 - Tasks relevant to Category (6.1.4)

6.1.5 Category - Concreting Works

- Repairs to concrete
- Installing new concrete
- Removing in-situ concrete

Table 6 - Tasks relevant to Category (6.1.5)

6.1.6 Category - Door Lock Repairs

- Replace door locks
- Replace window locks
- Extra keys cut
- Replace cabinet locks

Table 7 - Tasks relevant to Category (6.1.6)

6.1.7 Category - Electrical Works

- Power point, fans and light replacement
- RCD and Smoke alarm testing and replacement
- Bore pump installation and repairs
- Air conditioner repairs
- Fixed appliance repairs
- Solar installation and maintenance

Table 8 - Tasks relevant to Category (6.1.7)

6.1.8 Category - Gardening and associated works

- Reticulation works
- Mowing lawns, edges and maintaining gardens
- Weed spraying
- Cleaning gutters
- Mulching gardens
- Fertilising lawns
- Tree pruning – not near the Horizon Power network
- Landscaping services

Table 9 – Tasks relevant to Category (6.1.8)

6.1.9 Category – Gas bottles replacement

- Removing empty gas bottles
- Delivery, Installing and connecting gas bottles

Table 10 – Tasks relevant to Category (6.1.9)

6.1.10 Category – General maintenance and inspections

- Pool maintenance / testing water and water treatment
- Sealing wall and floor tiles
- Carpet Cleaning
- Mould treatment and water damage repairs
- Kitchen replacement / refurbishment
- Shade sail installation and repairs
- Cyclone Screen installation and maintenance
- Vertical blind service / replacement
- Carpet replacement
- Cleaning tiles and grout
- Bathroom renovations
- Fly screen and door repairs
- Decking installation, maintenance, and replacement
- Service manual / auto doors / gates

Table 11 - Tasks relevant to Category (6.1.10)

6.1.11 Category - Glass repair

- Replacing mirrors
- Replacing broken or shattered windows / window panels in doors
- Replacing shower screens
- Tinting services

Table 12 - Tasks relevant to Category (6.1.11)

6.1.12 Category - Painting works

- Repainting internal and external walls and ceilings
- Patching walls and ceilings

Table 13 - Tasks relevant to Category (6.1.12)

6.1.13 Category - Pest inspection and treatment

- Termite inspection and treatment
- Pest eradication services including monitoring of termite baits
- Pest treatments

Table 14 - Tasks relevant to Category (6.1.13)

6.1.14 Category - Plastering works (Ceiling / walls)

- Replacing / repairing ceilings
- Patching walls and ceilings
- Plastering walls / drywall installation

Table 15 - Tasks relevant to Category (6.1.14)

6.1.15 Category - Plumbing and Gas works

- HWU installation and repairs
- Blocked plumbing pipes
- Replacing or repairing gas pipes
- Water softener unit installation and service
- Plumbing leaks – toilet, sewage, septic tanks
- Replacing taps, flick mixers, tap washers
- Replacing gas hot plates or bayonet points
- Replacing water filters

Table 16 - Tasks relevant to Category (6.1.15)

6.1.16 Category - Property inspections

- Ingoing and outgoing inspections
- Inspections for the purpose of a quote
- Inspections for insurance claims

Table 17 - Tasks relevant to Category (6.1.16)

6.1.17 Category - Roofing and roof plumbing works

- Gutter, down pipe and metal roof repairs / replacement

Table 18 - Tasks relevant to Category (6.1.17)

6.1.18 Category - Security system servicing

- Security system testing, servicing and re-programming
- Security system installation
- Security door repairs / replacement

Table 19 - Tasks relevant to Category (6.1.18)

6.1.19 Category - Structural building works

- Building surveys
- Welding
- Repairs / installation of structural posts, walls, ceiling and roof beams
- Footings

Table 20 - Tasks relevant to Category (6.1.19)

6.1.20 Category - Tiling works (walls / floor)

- Installing and replacing wall and floor tiles
- Sealing and grouting tiles and around fixtures
- Cleaning tiles and grout

Table 21 - Tasks relevant to Category (6.1.20)

6.2 Commercial properties – (offices/depots)

The categories tables in section 6.2 represent work activities within commercial office and depot properties.

6.2.1 Category - Air compressor servicing

- Air compressor servicing including air lines
- Replacing air carrying tank(s)
- Installing new airline(s) and connections
- Hydrostatically testing air carrying tanks

Table 27 - Tasks relevant to Category (6.2.1)

6.2.2 Category - Airconditioning & Refrigeration works

- Installing or replacing an air conditioner
- Servicing an existing air conditioner
- Cleaning air conditioner vents and pads
- Replacing a water cooler or ice machine
- Repair or replace pipe work
- Servicing a water cooler or ice machine

Table 23 - Tasks relevant to Category (6.2.2)

6.2.3 Category - Appliance testing and tagging

- Test and tag portable appliances
- Remove faulty appliances from service

Table 24 - Tasks relevant to Category (6.2.3)

6.2.4 Category - Asbestos Survey and Removal

- Conduct asbestos surveys
- Remove asbestos containing material
- Remove correctly bagged or wrapped asbestos items

Table 25 - Tasks relevant to Category (6.2.4)

6.2.5 Category - Bricklaying

- Install new bricks
- Remove old bricks
- Perform existing brick maintenance
- Cut existing brick work

Table 26 - Tasks relevant to Category (6.2.5)

6.2.6 Category - Cleaning

- COVID-19 deep clean
- Cleaning due to a natural occurring event i.e. storm damage
- Carpet and chair cleaning
- External high pressure water cleaning
- Ad hoc cleaning
- Scheduled cleaning
- Periodic cleaning e.g. chemical scrub shower, steam cleans
- Cleaning internal and external windows
- Graffiti removal

Table 27 - Tasks relevant to Category (6.2.6)

6.2.7 Category - Concreting works

- Repairs to concrete
- Removing sections of concrete
- Installing new concrete
- Cutting concrete

Table 28 - Tasks relevant to Category (6.2.7)

6.2.8 Category - Door lock repairs (Locksmith)

- Replace door locks
- Replace cabinet locks
- Replace lock barrels
- Replace window locks
- Extra keys cut

Table 29 - Tasks relevant to Category (6.2.8)

6.2.9 Category - Electrical works

- RCD testing and replacement
- Emergency and exit light testing and replacement
- Investigating suspected electrical faults
- Thermal Graphic Imaging
- Mains fail testing
- UPS maintenance
- Appliance testing and tagging
- Installation and replacement of lights and power outlets
- Solar installation and maintenance
- Generator maintenance
- Personnel lift maintenance - Electrical

Table 30 - Tasks relevant to Category (6.2.9)

6.2.10 Category - Fire alarm, extinguisher, fire blanket, hydrant systems work

- Test and inspect fire panel, fire alarm and evacuation system (including VESDA)
- Inspect and service hydrant systems
- Suppression system installation
- Inspect and service fire extinguishers, fire blankets including relevant signage
- Inspect and service sprinkler systems
- Fire water tank installation, inspection and maintenance

Table 31 - Tasks relevant to Category (6.2.10)

6.2.11 Category - First Aid equipment

- Inspect and replenish first aid kits
- Inspect and service emergency eye and shower stations
- Inspect and service defibrillators

Table 32 - Tasks relevant to Category (6.2.11)

6.2.12 Category - Fuel deliveries

- Diesel, gas fuel deliveries
- Oils, fluid deliveries

Table 33 - Tasks relevant to Category (6.2.12)

6.2.13 Category - Gardening and associated works

- Reticulation installation and service works
- Mowing lawns, edges and maintaining gardens
- Weed spraying
- Landscaping services
- Mulching gardens
- Fertilising lawns
- Tree pruning – not near Horizon Power network
- Cleaning gutters

Table 34 - Tasks relevant to Category (6.2.13)

6.2.14 Category - Gas bottle replacement

- Removing empty gas bottles
- Delivery, Installing and connecting gas bottles

Table 35 - Tasks relevant to Category (6.2.14)

6.2.15 Category - General maintenance and inspections

- Service manual / auto doors / gates
- Vertical blind service / replacement
- Installing and replacing wall and floor tiles
- Mould treatment and water damage repairs
- Flooring repairs
- BBQ maintenance and repairs
- Shade sail installation and repairs
- Fencing installation and repairs
- Road surface repairs
- Empty large bins – Recycling waste
- Car park and depot sweeping
- Furniture and fitting repairs
- Water coolers and ice machine servicing
- Sealing wall and floor tiles
- Cleaning tiles and grout
- Carpet replacement
- Bathroom / office renovations
- Fly screen, cyclone screens and door repairs
- Decking installation, maintenance, and replacement
- Soak well installation and maintenance
- Brick paving repairs
- Empty secure shredding bins
- Coffee machine servicing

Table 36 - Tasks relevant to Category (6.2.15)

6.2.16 Category - Glass repair

- Replacing broken or shattered windows / window panels in doors
- Replacing mirrors
- Replacing glass auto doors
- Tinting installation

Table 37 - Tasks relevant to Category (6.2.16)

6.2.17 Category - Hazardous and waste removal services

- Empty and remove wash bay sump oil / water separators
- Collect and remove bagged asbestos
- Indoor air quality surveys and reports
- Empty septic and leach drains
- Remove redundant electrical infrastructure i.e. transformers, regulators, capacitors etc
- Hazmat surveys and reports
- Water quality survey and report

Table 38 - Tasks relevant to Category (6.2.17)

6.2.18 Category - HV testing services

- Testing HV portable equipment
- HV testing EWP boom and liner

Table 39 - Tasks relevant to Category (6.2.18)

6.2.19 Category - Hygiene Services

- Sanitising services
- Hygiene monitoring
- Urinal deep clean

Table 40 - Tasks relevant to Category (6.2.19)

6.2.20 Category - Load rated equipment inspection/Fall arrest anchor points

- Inspect lifting beams, and associated lifting equipment
- Shelving and Rack inspections
- Ladder inspection, testing and maintenance
- Personnel lift maintenance – other than electrical work
- Roof anchor inspections and testing
- Inspect and load testing of slings and chains

Table 41 - Tasks relevant to Category (6.2.20)

6.2.21 Category - Overhead gantry crane services and repairs

- Servicing and repairs
- Periodic inspections
- Load testing

Table 42 - Tasks relevant to Category (6.2.21)

6.2.22 Category - Painting works

- Painting internal and external fixtures
- Painting and patching walls and ceilings

Table 43 - Tasks relevant to Category (6.2.22)

6.2.23 Category - Pest inspection and treatment

- Termite inspections and treatment
- Pest eradication services including monitoring of termite baits
- Pest treatment

Table 44 - Tasks relevant to Category (6.2.23)

6.2.24 Category - Plastering works (Ceiling / walls)

- Replacing / repairing ceilings
- Patching walls and ceilings
- Plastering walls / drywall installation
- Insulating and lining walls

Table 45 - Tasks relevant to Category (6.2.24)

6.2.25 Category - Plumbing and Gas works

- HWU installation and repairs
- Blocked plumbing pipes
- Replacing or repairing gas pipes
- Water softener unit installation and service
- Storm drain and sump installation maintenance
- Plumbing leaks – toilet, sewage, septic tanks
- Replacing taps, flick mixers, tap washers
- Replacing gas hot plates or bayonet points
- Replacing water filters
- Backflow prevention

Table 46 - Tasks relevant to Category (6.2.25)

6.2.26 Category - Roofing and roof plumbing works

- Gutter, down pipe and metal roof repairs / replacement
- Cleaning gutters – major works

Table 47 - Tasks relevant to Category (6.2.26)

6.2.27 Category - Security system servicing

- Security system testing, servicing, re-programming
- Security patrols
- Security door repairs / installation
- Security system installations

Table 48 - Tasks relevant to Category (6.2.27)

6.2.28 Category - Structural building works

- Building surveys
- Welding
- Repairs / installation of structural posts, walls, ceiling and roof beams
- Footings

Table 49 - Tasks relevant to Category (6.2.28)

6.2.29 Category - Stores deliveries

- Material deliveries
- Perishable deliveries

Table 50 - Tasks relevant to Category (6.2.29)

6.2.30 Category - Tiling works (walls / floor)

- Installing and replacing wall and floor tiles
- Sealing and grouting tiles including around the vanities
- Cleaning tiles and grout

Table 51 - Tasks relevant to Category (6.2.30)

6.2.31 Category - Training providers

- Annual and ad hoc training
- VOC assessment
- Regulatory training

Table 52 - Tasks relevant to Category (6.2.31)

6.2.32 Category - Vehicle and Plant inspections and maintenance

- Vehicle inspections
- Vehicle mechanical and electrical repairs and servicing
- Vehicle modifications

Table 53 - Tasks relevant to Category (6.2.32)

6.3 Commercial properties – (Substation/Generation sites)

The categories tables in section 6.3 represent work activities within commercial substation and generation properties.

6.3.1 Category - Air compressor servicing

- Air compressor servicing including air lines
- Replacing air carrying tank(s)
- Installing new airline(s) and connections
- Hydrostatically testing air carrying tanks

Table 54 - Tasks relevant to Category (6.3.1)

6.3.2 Category - Airconditioning & Refrigeration works

- Installing or replacing an air conditioner
- Servicing an existing air conditioner
- Cleaning air conditioner vents and pads
- Replacing a water cooler or ice machine
- Repair or replace pipe work
- Servicing a water cooler or ice machine

Table 55 - Tasks relevant to Category (6.3.2)

6.3.3 Category - Asbestos Survey and Removal

- Conduct asbestos surveys
- Remove asbestos containing material
- Remove correctly bagged or wrapped asbestos items

Table 56 - Tasks relevant to Category (6.3.3)

6.3.4 Category - Bricklaying

- Install new bricks
- Perform existing brick maintenance
- Remove old bricks
- Cut existing brick work

Table 57 - Tasks relevant to Category (6.3.4)

6.3.5 Category - Cleaning

- Cleaning due to a natural occurring event i.e. storm damage
- External high pressure water cleaning
- Cleaning internal and external windows
- Scheduled cleaning
- Ad hoc cleaning

Table 58 - Tasks relevant to Category (6.3.5)

6.3.6 Category - Concreting works

- Repairs to concrete
- Removing sections of concrete
- Installing new concrete
- Cutting concrete

Table 59 - Tasks relevant to Category (6.3.6)

6.3.7 Category - Door lock repairs (Locksmith)

- Replace door locks
- Replace cabinet locks
- Replace lock barrels
- Replace window locks
- Extra keys cut

Table 60 - Tasks relevant to Category (6.3.7)

6.3.8 Category - Electrical works

- RCD testing and replacement
- Emergency and exit light testing and replacement
- Investigating suspected electrical faults (non-network related)
- Appliance testing and tagging
- Thermal Graphic Imaging
- Installation and replacement of lights and power outlets

Table 61 - Tasks relevant to Category (6.3.8)

6.3.9 Category - Load rated equipment inspection/Fall arrest anchor points

- Inspect lifting beams, and associated lifting equipment
- Shelving and Rack inspections
- Inspect and load testing of slings and chains
- Roof anchor inspections and testing

Table 62 - Tasks relevant to Category (6.3.9)

6.3.10 Category - Fire alarm, extinguisher, fire blanket, hydrant systems work

- Test and inspect fire panel, fire alarm and evacuation system
- Inspect and service fire extinguishers, fire blankets including relevant signage
- Inspect and service hydrant systems
- Inspect and service sprinkler systems

Table 63 - Tasks relevant to Category (6.3.10)

6.3.11 Category - Fuel deliveries

- Diesel, gas fuel deliveries
- Oils, fluid deliveries

Table 64 - Tasks relevant to Category (6.3.11)

6.3.12 Category - General maintenance and inspections

- Service auto and remote doors / gates
- Water coolers and ice machine servicing
- Vertical blind service / replacement
- Sealing wall and floor tiles
- Installing and replacing wall and floor tiles
- Cleaning tiles and grout
- Mould treatment and water damage repairs
- Carpet replacement
- Flooring repairs
- Bathroom / office renovations
- Ground area sweeping
- Door repairs
- Empty large bins
- Brick paving repairs
- Fencing installation and repairs
- Soak well installation and maintenance
- Road surface repairs

Table 65 - Tasks relevant to Category (6.3.12)

6.3.13 Category - Glass repair

- Replacing broken or shattered windows / window panels in doors
- Replacing mirrors

Table 66 - Tasks relevant to Category (6.3.13)

6.3.14 Category - Hazardous and waste removal services

- Empty and remove wash bay sump oil / water separators
- Remove redundant electrical infrastructure i.e. transformers, regulators, capacitors etc
- Collect and remove bagged asbestos
- Hazmat surveys and reports
- Indoor air quality surveys and reports
- Water quality survey and report

Table 67 - Tasks relevant to Category (6.3.14)

6.3.15 Category - Hygiene Services

- Sanitising services
- Urinal deep clean
- Hygiene monitoring

Table 68 - Tasks relevant to Category (6.3.15)

6.3.16 Category - Overhead gantry crane services and repairs

- Servicing and repairs
- Load testing
- Periodic inspections

Table 69 - Tasks relevant to Category (6.3.16)

6.3.17 Category - Painting works

- Painting internal and external fixtures
- Painting and patching walls and ceilings

Table 70 - Tasks relevant to Category (6.3.17)

6.3.18 Category - Pest inspection and treatment

- Termite inspections and treatment
- Pest treatment
- Pest eradication services including monitoring of termite baits

Table 71 - Tasks relevant to Category (6.3.18)

6.3.19 Category - Plastering works (Ceiling / walls)

- Replacing / repairing ceilings
- Plastering walls / drywall installation
- Patching walls and ceilings
- Insulating and lining walls

Table 72 - Tasks relevant to Category (6.3.19)

6.3.20 Category - Plumbing and Gas works

- HWU installation and repairs
- Plumbing leaks – toilet, sewage, septic tanks
- Blocked plumbing pipes
- Replacing taps, flick mixers, tap washers
- Replacing or repairing gas pipes
- Replacing gas hot plates or bayonet points
- Water softener unit installation and service
- Replacing water filters

Table 73 - Tasks relevant to Category (6.2.20)

6.3.21 Category - Roofing and roof plumbing works

- Gutter, down pipe and metal roof repairs / replacement

Table 74 - Tasks relevant to Category (6.3.21)

6.3.22 Category - Security system servicing

- Security system testing, servicing, re-programming
- Security door repairs / installation
- Security patrols

Table 75 - Tasks relevant to Category (6.3.27)

6.3.23 Category - Structural building works

- Building surveys
- Welding
- Repairs / installation of structural posts, walls, ceiling and roof beams
- Footings

Table 76 - Tasks relevant to Category (6.3.28)

6.3.24 Category - Stores deliveries

- Material deliveries
- Perishable deliveries

Table 77 - Tasks relevant to Category (6.3.29)

6.3.25 Category - Tiling works (walls / floor)

- Installing and replacing wall and floor tiles
- Cleaning tiles and grout
- Sealing and grouting tiles including around the vanities

Table 78 - Tasks relevant to Category (6.3.30)

6.3.26 Category - Vegetation Management

- Weed spraying
(Commercial Pest Management Technician Licence)
- Removing weeds
- Maintaining vegetation around the firebreak (slashing)

Table 79 - Tasks relevant to Category (6.3.31)

6.4 Complex Projects (Demarcated Areas)

(Coming soon)

7. Authorisation – Category activity tables (Coming soon)