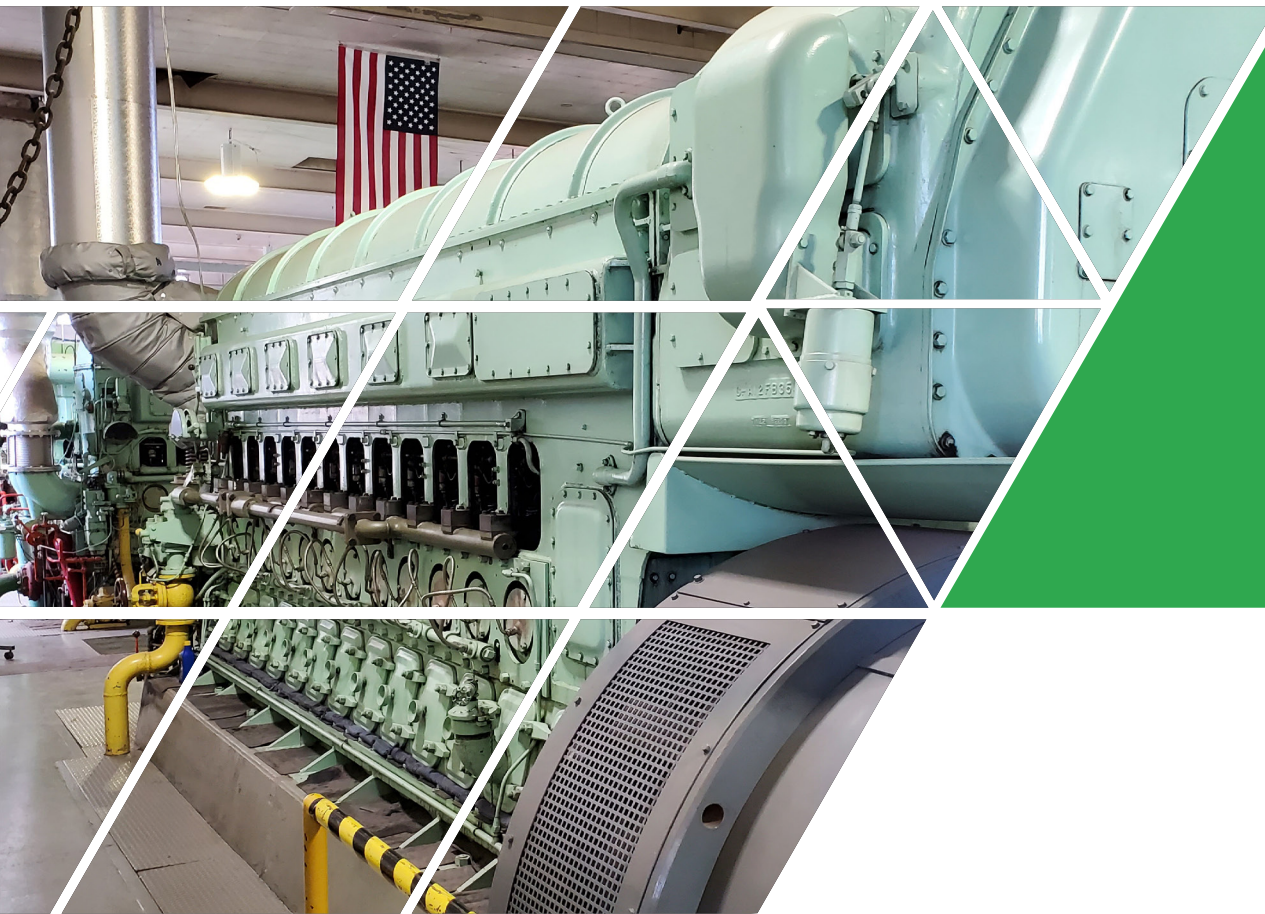


# Diesel Generation Operator Training Program

On demand training at your utility on  
your schedule



## Program Overview

### Generate safely

The Diesel Generation Operator Training program is a new offering from the Minnesota Municipal Utilities Association (MMUA). Many Minnesotan towns have the capacity to generate their own electricity, and qualified operators are difficult to find. MMUA has developed this program to assist towns with assessment, education, and oversight of their generation procedures and practices to create a situation for safe operation of generation facilities for personnel and equipment.



### Technical training

Begin your journey by participating in one of several customizable training topics. Also available is a program customized to your facility to help train employees to become qualified generation operators. This training will help employees acquire hands-on training. For experienced generation operators, it will offer training evaluation and enrichment opportunities.



### Operational support

This training offers additional support on operations and maintenance policies and procedures, including scheduling regular maintenance.



## Suggested training topics

### Customized to fit your needs

#### Normal operations

Focus on industry best practices to create a standardized process for startup, shut down, and operating procedures. Review standard operating procedures for dispatch communication and line switching, and checklists for training/annual review procedures for employees. Additional topics to be discussed include:

- Generation job briefings
- Communications during operations
- Hazardous energy control procedures
- Hot work permits and procedures
- Emergency procedures

#### Black start operations

Black start can be stressful on your equipment and personnel, especially if not practiced routinely. Cover best practices for black start/dead plant procedures, including:

- Back up starting procedures, station power, manual synchronizing procedures, and load equalization procedures
- The importance of communication with transmission dispatch centers and distribution line crews before/ during black start conditions
- Communicating with customers (residential and commercial) and local law enforcement dispatch
- Resync procedures to tie back into the grid
- Job briefing with focus on hazardous energy control procedures, emergency procedures, and review applicable safety regulations

#### Normal operations run logs and round sheets

The importance of run logs and daily/weekly/monthly operator round sheets cannot be overstated. This training includes sample templates to incorporate into your process. This is also an opportunity to analyze your run sheets.

- We will discuss the use of run logs during operations and why we do them
- Review standardized exercise schedules including annual urge testing procedures
- Analyze run sheets to identify any trends, deficiencies, or determine if additional readings should be recorded

#### Station battery, starting battery, and starting air system maintenance

For safe operation of your generation equipment and the safety of personnel working in the plant, it is essential that your DC/ station battery banks and air system are properly maintained and tested and accurately documented. Training will cover:

- The importance of maintenance of DC station batteries and testing procedures
- The importance of maintenance of starting batteries and testing procedures
- Proper maintenance of your compressed air system and air system conditioning
- If applicable, station/back up power generation maintenance and exercise schedule will be discussed

#### Facility inspection

This training includes a walk-through of your facility to discuss topics that are often overlooked in our generation facilities, including:

- Electrical equipment testing
- Facility security
- Instrument testing
- Fire suppression systems, alarms, fire equipment testing
- Arc flash study compliance
- SPCC review
- Equipment inspections
- Personal protective equipment and safety equipment



# Equip your municipal utility team with the skills to operate, maintain, and troubleshoot diesel generation systems.

On demand instruction that is tailored to fit the needs of your facility and schedule.

## CONTACT US



600 Hwy 169 South • Suite 701 •  
St. Louis Park, MN 55426



763-551-1230  
Toll Free 800-422-0119



info@mmua.org

WWW.MMUA.ORG



Interested in learning more about the Diesel Generation Operators Training Program?

Contact our Director of Training and Safety:

**Mike Willetts | mwilletts@mmua.org | 507-381-8028**

