



## *Safety Team*

# Job Training and Safety Program Topics for 2024



## Program one: Clearance and switching procedures

Our last Job Training and Safety (JTS) program addressed personal protective grounding. With this information still fresh in our minds, we add another important component to working safely: clearance and switching procedures.

The latest APPA safety manual includes a new section dedicated to addressing the topic of clearance and switching.

Recognizing the potential for human error and the serious risk of injury or even death,

this program will offer participants a thorough overview to help interpret and implement proper clearance and switching procedures to further protect employees while working.

Course topics include:

- Switching control procedures
- Operating switches, disconnectors, open points
- Understanding the procedures that are currently in place
- Tying circuits together
- Tying substations together
- Documenting and correlating with system maps
- Three-part communication
- Control of hazardous energy (lockout/tagout)
- Steps to take before and after personal protective grounding
- Labeling
- Capacitor banks
- Tools and equipment for making and breaking load



## Program two: Lightning protection and grounding best practices

**Grounding and bonding are foundational pillars of a properly designed electrical system.**

Installing and maintaining a low-impedance ground system is not only important to protect a utility's equipment and personnel, but also the general public. Understanding how to design a properly grounded system is essential to ensuring that current generated by an electrical fault or a lightning event flows to this point.

This program will cover the following topics:

- Types of lightning protection
- Basic insulation level
- Jumpers and lead lengths
- Resistance testing
- Soil types and their effect
- Equipment grounding and bonding
- Correct ground size for the application



### **About the Job Training and Safety Program**

The Job Training and Safety (JTS) program is MMUA's longest running training program. Currently, more than 100 utilities participate in the JTS program.

The program is designed to help all levels of lineworkers become more proficient at their jobs. The curriculum varies, adapting annually to meet the evolving needs of member utilities. JTS programs are presented three times throughout the year. Your JTS instructor will provide advance notice for scheduling.

For more information on our Job Training and Safety program, contact Jay Reading, Assistant Director of Technical Services, at [jreading@mmua.org](mailto:jreading@mmua.org).

## Program three: Accidents and safety culture

Often the hardest story to tell is the one that involves an accident. Every lineworker has their own story, and this program will challenge each participant to think about their story and what it tells.

By reviewing accidents that hit close to home, we provide a shining light to new and seasoned employees on taking the right precautions at work so we can all walk through the front door at home at the end of the day. While we are all ultimately responsible for our own safety, it's important to recognize how a culture of accountability within the workplace contributes to everyone's overall safety.

To be fully capable of following safe work practices, standards, and regulations, you must first believe in these. This program will address some topics that may be difficult to discuss but essential to help ensure everyone understands the reasons we work toward building a positive safety culture in the workplace.

Course topics include:

- Leadership, crew, and individual responsibilities
- Safety policies
- Accountability
- Proactive vs reactive
- Managing risk
- Accidents
- Near misses
- Lessons learned

