Control Number: 50595

Item Number: 10

Addendum StartPage: 0

bartlett

PUBLIC UTILITY COMMISSION OF TEXAS
RECEIVED
APR 16 2020
BY
FILING CLERK

Public Utility Commission of Texas

Employee Training Report
Required by 16 Texas Admin. Code § 25.97(d)

PROJECT NO. 49827-50595

AFFECTED ENTITY: Bartlett Electric Cooperative, Inc.

General Information

Pursuant to 16 Texas Admin. Code § 25.97(d)(2), not later than the 30th day after the date an affected entity finalizes a material change to a document or training program, the affected entity must submit an updated report. The first report must be submitted not later than May 1, 2020.

Instructions

Answer all questions, fill-in all blanks, and have the report notarized in the Affidavit.

Affidavit

A representative of the affected entity must swear to and affirm the truthfulness, correctness, and completeness of the information provided by attaching a signed and notarized copy of the Affidavit provided with this form.

Filing Instructions

Submit four copies (an original and three copies) of the completed form and signed and notarized Affidavit to:

Central Records Filing Clerk
Public Utility Commission of Texas
1701 N. Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326
Telephone: (512) 936-7180

1. Provide a summary description of hazard recognition training documents you provide your employees related to overhead transmission and distribution facilities.

Bartlett Electric Cooperative contracted with Schneider Engineering, Ltd. to provide hazard recognition training as part of an overall HB4150 compliance training session. The training documentation included a Microsoft Power Point presentation, a video version of the training and attendance tracking.

The hazard recognition portion of the training included the following learning objectives:

1) Review of various categories of electrical hazards;

2) Review of hazard situations related to improper vertical clearances on overhead distribution lines;

3) Review of photographs of real-world hazardous and code violation situations;

4) An interactive session to identify and discuss the severity (potential risks) of the hazard and how to eliminate the hazard and / or report the hazard.

5) A summary of hazard recognition and reporting which stressed the obligation the utility has to correct and/or report any hazards related to NESC or NEC code violations.

2. Provide a summary description of training programs you provide your employees related to the National Electrical Safety Code for construction of electric transmission and distribution lines.

Bartlett Electric Cooperative contracted with Schneider Engineering, Ltd. to provide NESC Code review for construction of electric distribution lines training as part of an overall HB4150 compliance training session. The training documentation included a Microsoft Power Point presentation, a video version of the training and attendance tracking.

The NESC Code review portion of the training included the following learning objectives:

1) A review of the NESC and a discussion regarding the importance of the codes for electric distribution utilities.

2) The overall requirements of NESC codes and rules for the electric utility industry and how the NESC benefits utilities and the public;

3) A review of the most common code violations for electric distribution utilities;

4) A detailed review of construction standards and requirements focused on overhead vertical clearances and lake crossing clearances;

5) A NESC/NEC "Find the Violation" Exercise (interactive with operations personnel);

6) A summary of NESC code requirements related to the construction of overhead distribution lines and the obligation the utility has to construct and maintain clearances to the NESC code.

Public Utility Commission of Texas

Employee Training Report
Required by 16 Texas Admin. Code § 25.97(d)

PROJECT NO. 49827-50595

AFFECTED ENTITY: Bartlett Electric Cooperative, Inc.

General Information

Pursuant to 16 Texas Admin. Code § 25.97(d)(2), not later than the 30th day after the date an affected entity finalizes a material change to a document or training program, the affected entity must submit an updated report. The first report must be submitted not later than May 1, 2020.

Instructions

Answer all questions, fill-in all blanks, and have the report notarized in the Affidavit.

Affidavit

A representative of the affected entity must swear to and affirm the truthfulness, correctness, and completeness of the information provided by attaching a signed and notarized copy of the Affidavit provided with this form.

Filing Instructions

Submit four copies (an original and three copies) of the completed form and signed and notarized Affidavit to:

Central Records Filing Clerk
Public Utility Commission of Texas
1701 N. Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326
Telephone: (512) 936-7180

1. Provide a summary description of hazard recognition training documents you provide your employees related to overhead transmission and distribution facilities.

Bartlett Electric Cooperative contracted with Schneider Engineering, Ltd. to provide hazard recognition training as part of an overall HB4150 compliance training session. The training documentation included a Microsoft Power Point presentation, a video version of the training and attendance tracking.

The hazard recognition portion of the training included the following learning objectives:

1) Review of various categories of electrical hazards;

2) Review of hazard situations related to improper vertical clearances on overhead distribution lines;

3) Review of photographs of real-world hazardous and code violation situations;

4) An interactive session to identify and discuss the severity (potential risks) of the hazard and how to eliminate the hazard and / or report the hazard.

5) A summary of hazard recognition and reporting which stressed the obligation the utility has to correct and/or report any hazards related to NESC or NEC code violations.

2. Provide a summary description of training programs you provide your employees related to the National Electrical Safety Code for construction of electric transmission and distribution lines.

Bartlett Electric Cooperative contracted with Schneider Engineering, Ltd. to provide NESC Code review for construction of electric distribution lines training as part of an overall HB4150 compliance training session. The training documentation included a Microsoft Power Point presentation, a video version of the training and attendance tracking.

The NESC Code review portion of the training included the following learning objectives:

1) A review of the NESC and a discussion regarding the importance of the codes for electric distribution utilities.

2) The overall requirements of NESC codes and rules for the electric utility industry and how the NESC benefits utilities and the public;

3) A review of the most common code violations for electric distribution utilities;

4) A detailed review of construction standards and requirements focused on overhead vertical clearances and lake crossing clearances;

5) A NESC/NEC "Find the Violation" Exercise (interactive with operations personnel);

6) A summary of NESC code requirements related to the construction of overhead distribution lines and the obligation the utility has to construct and maintain clearances to the NESC code.

Affected Entity: Bartlett Electric Cooperative, Inc. **PROJECT NO.** 49827-50595

AFFIDAVIT

I swear or affirm that I have personal knowledge of the facts stated in this report or am relying on people with personal knowledge, that I am competent to testify to them, and that I have the authority to submit this report on behalf of the affected entity. I further swear or affirm that all statements made in this report are true, correct, and complete.

Signature

Bryan Lightfoot
Printed Name

CEO / General Manager
Job Title

Bartlett Electric Cooperative, Inc.
Name of Affected Entity

Sworn and subscribed before me this 14 **day of** April, 2020.
Month Year

SANDRA ANN GARCIA
My Notary ID # 126425444
Expires January 3, 2023

Notary Public in and For the State of Bell.

My commission expires on January 3, 2023.