



Control Number: 50595



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Public Utility Commission of Texas

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

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PUBLIC UTILITY COMMISSION
FILING CLERK

PROJECT NO. 50595

AFFECTED ENTITY: City of Caldwell

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

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

Training documents include; City of Caldwell Safety Policy, National Electrical Code 2008, and the American Public Power Association Powering Strong Communities Safety Manual

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.

The City of Caldwell is a small municipal utility with 6 employees in the Electric Department. This allows the entire group to have daily discussions about each upcoming job/project. Each person takes the responsibility to visually inspect and report which area in our system that needs either maintenance or upgraded repairs to keep the system in proper compliance with the NESC guidelines. Since we are small, each employee knows everyone's skill and comfort level that is needed to safely complete a task. Before the start of each job, a briefing is held to determine the hazards and any special precautions. Training takes place constantly to ensure continual safeguarding of persons and utility facilities during the installation, operation and maintenance of the city's electric system.

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.

Jerry Zavodny
Signature

Jerry Zavodny
Printed Name

Electric Superintendent
Job Title

City of Caldwell
Name of Affected Entity

Sworn and subscribed before me this 6 day of July, 2020.
Month Year



Melissa Gonzalez
Notary Public in and For the State of Texas

My commission expires on May 1, 2022

