

# REF 14110 : HABILITATION Consignment Officer

This training must enable the persons concerned to acquire the necessary skills to carry out the missions and activities entrusted to them:

- Preparing and implementing the modalities of a consignment in the HV voltage range
- Implementing the prerogatives of the UTE C18510-1 regulation

## PROGRAMME

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### In the field of knowledge :

- Names and limits of the different areas of tension
- Environmental zones and their boundaries
- The principle of empowerment and symbols
- General principles of prevention to be applied during an electrical operation
- The setting in safety of an electric circuit
- Voltage Absence Verification (VAT) operations
- Collective protection materials and equipment and their functions
- Means of personal protection and their limits of use
- The documents to be exchanged or transmitted to the Electricity Operator and the Works Manager
- Consignment operations and associated documents

### In the field of know-how :

- Recognize the belonging of the materials to their area of tension
- Identify environmental zones and boundaries
- Reading and using the content of a credential
- Analyze a situation according to the electrical risk and plan the appropriate protective measures.
- Identify, check and use protective equipment and be vigilant with regard to other risks.
- Identify, verify and use appropriate PPE
- Ensure the electrical monitoring of the operation
- Identify electrical equipment
- Implementing the principles of equipotential bonding
- Operating an apparatus equipped with locking and interlocking devices
- Writing documents that can be used for a consignment
- Identify the Electricity Operator and exchange the necessary information.
- Identify the Project Manager and exchange the necessary information.
- Carry out either one-step or two-step logging in the voltage range under consideration
- Fill out a requisition notice (if necessary)



### AUDIENCE

Personnel of the operating teams called upon to carry out a consignment on an HVB electrical work or installation.



### ÉVALUATION

Duration of the theoretical test per candidate: 1 hour  
Duration of the practical test per candidate: 30 minutes  
A certificate of participation in the course will be delivered at the end of the session and a positive or negative assessment will be given individually following the theoretical and practical evaluation.



### TIME

Total duration (training and certification): 3 days, divided into 50% practice and 50% theory

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17 rue de l'Amiral Hamelin 75116 Paris - melina@wleenergy.fr - Tel : 01 45 05 72 24 805 353 984 R.C.S. PARIS  
TVA : FR29805353984 - N° Accreditation : 11 75 52628 75

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## PREREQUISITES AND CONTROL PROCEDURES :

- Differentiate between electrical quantities such as current, voltage, resistance, power, alternating and direct current.
- Identify protective devices against direct and indirect contact.
- Identify electrical equipment in its environment.
- Read an electrical diagram and recognise equipment on the basis of its symbols.
- Have an analysis capacity to enable him to acquire sufficient knowledge of the work or installation or the electrical equipment on which he operates.

In order to ensure that the public has the necessary prerequisites to fully benefit from the teaching, a telephone interview with the Training Manager or the HR Director of the client is systematically carried out. During this interview, we study the various positions held by the trainee and his current position to ensure that the training is appropriate. On the day of the training an initial individual assessment (QUIZZ of 12 questions) is carried out at the beginning of the session, after the trainees have been welcomed, under the supervision of the trainer who answers the questions but ensures that the test is carried out individually. This evaluation is generally in the form of a QUIZZ but open-ended questions are sometimes added. A correction is systematically made at the end of the test.

## OUR EXPERTS :

Each trainer in charge of leading the REF 14110 courses has at least 20 years of professional experience in the fields of operation or maintenance of HV equipment.



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## MORE INFORMATION ?

Thank you for writing to us at : [melina@wleenergy.fr](mailto:melina@wleenergy.fr) or contact us at : **+ 33 1 45 05 72 24**

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