

ELECTRICITY TRANSMISSION PROJECT DELIVERY ROLE ASSESSMENT PROCESS

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PURPOSE AND SCOPE

This procedure defines the National Grid procedural requirements for personnel working on National Grid's Electricity Transmission Assets, whilst delivering the Capital Plan.

Roles requiring assessment are Capital Delivery Project Engineer (PE), Capital Delivery Construction Interface Engineer (CIE), TP153 Project Co-ordinator Chairperson (TP153 Chair), Electricity Transmission Owner (ETO) - Technical Assurance CDM Advisor (CDM-A), ETO Development Engineer (DE) and ETO Investment Delivery Engineer (IDE).

It must be noted by the NG Line Manager for the individual to be UKBP/TP144 Assessed, that the UKBP/TP144 process is an assessment of the individual's knowledge on the suite of National Grid Transmission Procedures, including general Health and Safety and CDM knowledge applicable to the role. This is to ensure that the individual has sufficient knowledge and understanding to enable compliance with National Grid procedural and SHE requirements.

It is the NG Line Manager's responsibility to nominate competent individuals with appropriate knowledge and experience for assessment in the discipline they are to enact on the project.

Individuals shall be assessed in these key roles as a demonstration of compliance with the CDM Regulations and to demonstrate the control of activities to OFGEM and Department for Business, Energy & Industrial Strategy.

PART 1 – PROCEDURAL

1 APPLICATION

1.1 Roles Requiring Assessment

- a) **Capital Delivery Project Engineer (PE)** – the person charged with delivering the project to specification, time, cost and safety, undertaking the procedural and financial aspects of delivery. Assumed to normally be remote from the day to day site works relying on another to undertake the site delivery role.
- b) **ETO Development Engineer (DE)** – The person charged with managing project delivery solutions, ensuring standards of Safety, Health, Environmental, Security and Quality are attained during the development stage of a project in conjunction other teams as appropriate.

NB. The assessment of a Development Engineer under UKBP/TP144 is to enable Non Designers to undertake the coordination of Development activities; it does not empower them to enact design duties as defined in UKBP/TP141. If the Development Engineer is required to undertake any design work he must seek assessment under UKBP/TP141 as a Designer in the appropriate discipline.

- c) **ETO Investment Delivery Engineer (IDE)** - The person charged with developing and managing a portfolio of investments, both load and non-load, from customer application / asset health need to closure, ensuring the investment meets relevant standards at the least cost option, whilst maintaining standards of Safety, Health, Environmental, Security and Quality are attained during the offer, optioneering and Development Stage of an Investment in conjunction with other teams as appropriate.

NB. The assessment of an Investment Delivery Engineer under UKBP/TP144 is to enable Non Designers to undertake the coordination of Development activities; it does not empower them to enact Design Duties as defined in UKBP/TP141. If the Investment Delivery Engineer is required to undertake any design work he must seek assessment under UKBP/TP141 as a Designer in the appropriate discipline.

- d) **Capital Delivery Construction Interface Engineer (CIE)** - The engineer acting on behalf of the Capital Delivery Project Engineer charged with delivering and monitoring site based project tasks.
- e) **CDM Adviser (CDM-A)** - is an ETO, Technical Assurance CDM Adviser appointment to ensure the Clients duties under the Construction (Design and Management) Regulations and NG UKBP/TP137 are complied with.

The role comprises monitoring compliance by National Grid, its Consultants and Contractors, with CDM Regulations and related Transmission Procedures (TP's); providing Construction Health and Safety Risk Management advice to the client.

- f) **TP153 Project Co-ordination Chairperson (TP153 Chair)** - The person who is responsible for chairing TP153 Project Co-ordination meetings to ensure co-ordination of HV System Stage by Stage connections for Construction Installation and Commissioning –including the interaction between other Construction and maintenance activities.

Where an individual is a UKBP/TP141 Authorised Commissioning Panel Chair – Full or UKBP/TP141 Authorised Commissioning Engineer (NG) then they are automatically assessed to enact the TP153 Chair role. There is no requirement to undertake the UKBP/TP144 Computer Based Assessments (CBA) or to submit an “Application for TP144 Assessment” form.

Where an individual is a UKBP/TP141 Authorised Commissioning Panel Chair – Limited to single asset replacement (NOMS) ONLY then they are automatically assessed to enact the TP153 Chair - Limited to single asset replacement (NOMS) ONLY. There is no requirement to undertake the UKBP/TP144 Computer Based Assessments (CBA) or to submit an “Application for TP144 Assessment” form.

2 RESPONSIBILITIES

2.1 Technical Assurance

ETO, Technical Assurance shall:-

- a) Manage, review and update, where applicable, the Role Specific “Computer Based Assessments” (CBA), Role Specific Assessment Paper 352, and H&S CBA question sets where there are significant changes to NG Business Process and/or legislation.
- b) Maintain (monthly) the “master record of UKBP/TP144 Assessed Individuals” using a report extracted from Learning Link and load in to ECM –CPM in the following location:- <http://ecm.nationalgrid.com/livelink/livelink.exe?func=ll&objId=25611013&objAction=browse&sort=name&viewType=1>
- c) Carrying out audits on compliance with the requirements of the UKBP/TP144 process, ensuring closure of any findings.

2.2 Capability and Training Team

Capital Delivery, Capability and Training Team shall:-

- a) Receive from the individual's line manager the signed “Application for TP144 Assessment” form via box.CapitalDelivery.Training@nationalgrid.com.
- b) Validate that the nominated individual's minimum pre-requisites are up to date.
- c) Allocate the Role Specific CBA and/or H&S CBA to the individual to be assessed.
- d) Allocated Role Specific CBA and/or H&S CBA password to the individual's line manager on an agreed date within a minimum of 5 days from request.
- e) Where it has been identified that an individual's UKBP/TP144 Assessment is to be removed, shall amend the individuals Learning Link record to reflect this.

2.3 NG Line Manager

The NG line manager shall:-

- a) Nominate new candidates with appropriate competency for UKBP/TP144 assessment.
- b) Sign the “Application for TP144 Assessment” form to confirm that the minimum pre-requisite requirements have been attained and that they deem the individual to have suitable qualifications, knowledge, skills and experience for the role.