

## Dispatcher 842A

### Overview

This course has been designed for the dispatcher to address the transfer of switching orders and clearance procedure information between system control personnel and field personnel to achieve a clearance. The training provides a review of information about substation safety, equipment status, system one-line diagrams, Electric System Operating Procedures. The training also provides the dispatcher the information and hands-on practical exercises necessary to communicate a clearance procedure. After successful completion of this course, the participant will be able to communicate a correct switching order and a clearance procedure to switch out and achieve a clearance on substation equipment.

### Duration

2 Days

### Topics

Introduction

Safety

Equipment

System One-line Diagrams

Operating Procedures

Substation Protection

Relaying Switching Orders

Relaying Clearances Procedure

### Who should take this course?

Anyone responsible for the transfer of information between system control personnel and field personnel.

### Prerequisites

Course 842 - Dispatcher

### Objectives

- Adhere to safety guidelines established by their company and the Electrical Operating System Procedures.
- Properly identify equipment located in their substations.
- Properly identify equipment symbols and associated numbering method used on the system one-line diagrams to communicate a correct switching order.

**Objectives, continued.**

- Write a correct switching order issued by system control personnel following the Electrical System Operating Procedures.
- Verbally communicate a correct switching order to field personnel following the Electrical System Operating Procedures.
- Verbally communicate a clearance procedure to field personnel following the Electrical System Operating Procedures.

**Activities**

*Day One:* Safety, Equipment, System One-Line Diagrams, Operating Procedures, Substation Protection, Clearance Scenarios, Switching and Clearance Scenarios

*Day Two:* Switching and Clearance Scenarios

**Requirements**

- On-site classes require an available training room approved by Georgia Transmission Corporation instructor.
- All participants must attend complete training session from 8:00 a.m. - 4:00 p.m. each day.
- Participants must complete all parts of the examination.
- Training must be scheduled at least two (2) months in advance.

**CEUs**

1.6