

Reference No.																			
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## SELF-ASSESSMENT GUIDE

Qualification:	<b>TRANSMISSION LINE INSTALLATION AND MAINTENANCE NC IV</b>			
Units of Competency covered:	<ul style="list-style-type: none"> <li>Plan assigned maintenance work</li> <li>Supervise transmission line maintenance work</li> <li>Conduct initial root cause analysis</li> </ul>			
<b>Instruction:</b>				
<ul style="list-style-type: none"> <li>Read each question and check the appropriate column to indicate your answer.</li> </ul>				
<b>Can I?</b>			<b>YES</b>	<b>NO</b>
<b>PLAN ASSIGNED MAINTENANCE WORK</b>				
<ul style="list-style-type: none"> <li>Demonstrate conduct of pre-maintenance meeting in accordance with work order/job requirements*</li> </ul>				
<ul style="list-style-type: none"> <li>Interpret work orders in terms of resources needed according to job requirements *</li> </ul>				
<ul style="list-style-type: none"> <li>Discuss job site inspection in accordance to industry practice *</li> </ul>				
<ul style="list-style-type: none"> <li>Identify and assess degree/level of potential problems and/or job hazards in job site, if any*</li> </ul>				
<ul style="list-style-type: none"> <li>Act on or refer potential problems and/or job hazards to appropriate/concerned personnel*</li> </ul>				
<ul style="list-style-type: none"> <li>Enumerate tools/equipment and manpower needed for maintenance work</li> </ul>				
<ul style="list-style-type: none"> <li>Verify quantity of equipment, instruments, and materials for maintenance work to be used *</li> </ul>				
<b>SUPERVISE TRANSMISSION LINE MAINTENANCE WORK</b>				
<ul style="list-style-type: none"> <li>Demonstrate conduct of toolbox meeting in accordance with job requirements *</li> </ul>				
<ul style="list-style-type: none"> <li>Discuss safety procedures to be implemented in accordance with job requirements *</li> </ul>				
<ul style="list-style-type: none"> <li>Describe coordination tasks on hauling of tools, equipment, and materials to job site with concerned personnel, if applicable</li> </ul>				
<ul style="list-style-type: none"> <li>Identify actions to be done to ensure quick response in case of problems or emergencies *</li> </ul>				
<ul style="list-style-type: none"> <li>Accomplish toolbox meeting form *</li> </ul>				
<ul style="list-style-type: none"> <li>Accomplish work order form</li> </ul>				
<ul style="list-style-type: none"> <li>Demonstrate giving correct procedure on reeving based on job requirements *</li> </ul>				
<ul style="list-style-type: none"> <li>Demonstrate providing guidance or assistance to new employees on ensuring work quality and safety *</li> </ul>				
<ul style="list-style-type: none"> <li>Coordinate and relay work upon completion *</li> </ul>				
<ul style="list-style-type: none"> <li>Discuss good housekeeping practices</li> </ul>				
<ul style="list-style-type: none"> <li>Verify actual quantity checking of tools, equipment, and retrieved excess materials used and excess/lacking</li> </ul>				

<b>CONDUCT INITIAL ROOT CAUSE ANALYSIS</b>		
• Demonstrate conduct of discussion on result of initial root cause analysis *		
• Gather and analyze information regarding reported problem/fault *		
• Identify conditions of Structures and Right-of-Way (ROW) indicative of a problem based on previous inspection results *		
• Discuss proper reporting of identified problems and propose possible solutions to concerned personnel *		
• Discuss immediate correction within the scope of competency and authority based on company policy *		
• Identify problems that needs to be elevated to higher authority *		
• Identify and discuss possible causes of a problem based on the gathered information *		
• Identify support documents of initial root cause analysis		
<b>PERFORM COMPUTER OPERATION</b>		
• Access/retrieve information needed in line of work from management information system”, intranet or intraweb		
• Identify information/data/documents submitted through use of computer software/smartphone		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
<b>Candidate's Name and Signature</b>		<b>Date</b>