

# Substation Familiarisation

Version: 2.1

## DESCRIPTION

This course is designed to provide the necessary knowledge and skills to become an Instructed Person for substation entry on the Metro Trains Melbourne (MTM) Metropolitan Rail Network.

## MANDATORY COMPLIANCE

Completion of this course and upload of Certificate of Completion (CoC) on RIW allows participants to enter a substation on the MTM Network under the supervision of an MTM Substation Authorised Person.

## AUDIENCE

This course is for new entrants and other workers required to enter a substation on the MTM Network.

## COURSE OBJECTIVES

This course will give participants the knowledge and skills to:

- Identify hazards associated with entering a High Voltage location.
- Identify the role and responsibilities of an Instructed and Authorised Person.
- Respond appropriately to an emergency in a substation environment.

## DURATION

45 minutes

## DELIVERY MODE

Online

## ASSESSMENT METHODS

Knowledge

## PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS

Not required

## PROOF OF IDENTITY REQUIREMENTS

Not required

## METRO ACADEMY PREREQUISITES

Learners must hold the following:

- Medical Category Level 3 (minimum)  
HLTAID011^ [HLTAID011 Provide First Aid\\*](#)  
OR  
HLTAID014^ [HLTAID014 Provide Advanced First Aid\\*](#)  
OR  
UETDRMP010^ [UETDRMP010 Provide first aid in an ESI environment\\*](#)  
AND  
HLTAID009^ [HLTAID009 Provide cardiopulmonary resuscitation\\*](#)

Metro Academy will verify prerequisites against [Rail Industry Worker](#) (RIW) database prior to attending the training.

To prevent delay, participant's 'The Platform' profile MUST contain current email address, contact number, RIW number and date of birth.

Verifications will be completed by Metro Academy normally within two (2) business days of receipt of information.

*\* Participant is unable to commence training until verifications have been completed*

*^ Previous equivalent versions accepted*

## COURSE COMPLETION

Participants who successfully complete all requirements of this course will be awarded a Certificate of Completion (CoC).

CoC will be available in The Platform within two (2) business days.

This competency is accepted on the MTM Metropolitan Rail Network.

## RIW CERTIFICATE UPLOADS

Metro Academy will upload the participant's certificate to the [RIW](#) database\*.

To prevent delay, participant's [The Platform](#) profile MUST contain current email address, contact number, RIW number, date of birth and the RIW card must also be valid.

Uploads will be completed by Metro Academy, normally within two (2) business days of CoC being issued.

# Substation Familiarisation

Version: 2.1

## INFORMATION/BOOKINGS



The Platform



<https://www.metrotrains.com.au/academy/>



[metroacademy@metrotrains.com.au](mailto:metroacademy@metrotrains.com.au)



03 9610 3701

## VENUE



Complete online

## FEES

\$205 (GST inclusive)