U.S. Department of Labor Employment and Training Administration Office of Apprenticeship Training, Employer and Labor Services (OATELS) Washington, D.C. 20210	Distribution: A-541 National Office A-546 All Field Tech A-547 SD+RD+SAC+; Lab.Com	Subject: New Apprenticeable Occupation – Load Dispatcher Code: 200
Symbols: DSNIP:FJH		Action: Immediate

PURPOSE: To inform the Office of Apprenticeship Training, Employer and Labor Services (OATELS), Bureau of Apprenticeship and Training (BAT) Staff of a new apprenticeable occupation:

>   Load Dispatcher
>   RAIS Code: 1047
>   O*NET Code: 51-8012.00
>   Training Term: 8,000 hours
>   Type of Training: Time - based

BACKGROUND: ATR John Cantrell, on behalf of the Idaho Power Company, initiated this apprenticeability request for this occupation.

The Load Dispatcher is responsible for performing and coordinating the necessary functions to ensure the adequate production and distribution of electricity to meet power demands. From a control center the Load Dispatcher is also responsible for the safe, correct, and efficient operation of power plants, and their associated transmission and switching stations. Load Dispatchers calculate load estimates of electrical power generating stations, to meet fluctuating demands, manage river flows and elevations to ensure they are maintained according to regulations, instructions, and license requirements. Monitors controls, gauges, charts, and display screens showing the operational status of all plant equipment and connecting lines, and makes adjustments as conditions warrant.

Load Dispatcher will be added to the list of occupations recognized as apprenticeable by OATELS when the list is reissued.

A suggested work process schedule and related instruction outline are attached for your review.

ACTION: BAT staff should review and retain a copy of this bulletin, including all attachments, as a source for developing apprenticeship standards and/or providing technical assistance.

Attachments

WORK PROCESS SCHEDULE
LOAD DISPATCHER
O*NET CODE: 51-8012.00 RAIS CODE: 1047

DESCRIPTION: A Load Dispatcher is responsible for performing and coordinating the necessary functions to ensure the adequate production and distribution of electricity to meet power demands. From a control center the Load Dispatcher is responsible for the safe, correct, and efficient operation of power plants, and their associated transmission and switching stations. Calculates load estimates according to weather and consumer demand records and notifies switchboard operator at generating stations of electric power required to meet fluctuating demands. Manages river flows and elevations, ensuring they are maintained according to regulations, instructions, and license requirements. Monitors controls, gauges, charts, and display screens showing the operational status of all plant equipment and connecting lines, and makes adjustments as conditions warrant. Takes immediate steps to rectify abnormal operating conditions and maintains all records and reports in a complete and well-documented manner. Notifies maintenance crew of location and de-energization of troubled sector, and verifies that workers are clear of repaired equipment before directing energization of circuit. Coordinate with the Real Time Trader in making economic decisions regarding the operation of the hydroelectric and thermal generating system.

Load Dispatcher must have an extensive knowledge of power plant operations and be highly proficient in the use of necessary computer systems. Must be a good communicator and must be able to work well in a team-based environment. Must be able to maintain poise and function effectively under varying pressures on the job.

WORK PROCESS SCHEDULE

WORK PROCESSES	Required Hours
Administration Print reading, Market Operations	200 Hrs
Computers Word, Excel, Passport, OSI-Pi, Intranet (Spillway), Outlook 2000	600 Hrs
Team Skills HPWT 101	350 Hrs
Plant Operations • EMS Controls　　　　　　　　　　　　1500 hrs • SCADA　　　　　　　　　　　　　　　300 hrs • Issuing Clearances and Hot Line Holds　200 hrs • Water Control　　　　　　　　　　　1500 hrs • System Reliability　　　　　　　　　　500 hrs	4000 Hrs

WORK PROCESS SCHEDULE (cont.)

Safety Safe operation of people and equipment within power plants, emergency action plan, oil spill prevention, clearances, lock-out/tag-out, Blackstart confined space, first aid, tailboards, defensive driving.	450 Hrs
Energy Accounting DORS (dispatch outage reporting system), Reporting	500 Hrs
Plant Equipment Maintenance Protective Relay, SCADA, Control Schemes, Communications Equipment, Voltage Regulators, Equipment Breakers	1900 Hrs
TOTAL	**8000 Hrs**

RELATED TRADE INSTRUCTION

CLASSROOM COURSE	Required Hours
Computers	**150 total hrs**
Excel	25
Word	10
Exchange (Website information)	10
Outlook (E-mail)	10
PI (Plant Information)	25
DORS (Dispatch Outage Report System	10
Energy Accounting System	10
Energy Management System	50
Safety	90
Clearances	11
Print Reading/Print Revision	6
EAP (Emergency Action Plan)	12
Plant Equipment	22
Blackstart	12
Synchronization-Control	6
Generation Basics	12
Local Service	10
SPCC (Spill Prevention Control and Countermeasure)	6
WSCC (Western States Coordinating Council)	120
HPWT 101 (High Performance Work Teams)	32
TOTAL	**489 Hrs**

HOME STUDY COURSE

HOME STUDY COURSE	Required Hours
Basic Electricity 1-7	130
Electric Utility Systems & Practices	150
Basic Math	60
Plant Equipment ICS Course	200
TOTAL	**540 Hrs**