ENERGY & UTILITIES INDEPENDENT ASSESSMENT SERVICE

Job 3a Mains Drilling Assessor Checklist

SLMMCEPA Metallic mains connection

Apprentice Name:	**Apprentice No:**
Date:	**Assessor Name:**

General	**Pass**	**Fail**
Works safely and ensures compliance with health, safety, environment and other regulations and guidelines		
Carries out site specific risk assessment, and reviews in accordance with company procedures		
Selects and wears the designated PPE and ensure all site-specific safety equipment is deployed		
Service Laying - Metallic Mains connection	**Pass**	**Fail**
Ensures all tools and materials to complete the task are available on site		
Checks all tools and materials to confirm they are serviceable and fit for use		
Checks the metallic main with a Voltstick prior to working on the metallic main		
Callipers the main to confirm the diameter		
Checks the main to ensure no areas of corrosion or encrustations and cleans the main in accordance with procedures		
Marks the main for the position of the drilling ensuring minimum distances are maintained from existing fittings or connections		
Ensures any protective wrapping is removed from the drilling site		
Selects the appropriately sized machine saddle and seal for the diameter of main		
Selects the correct sized parallel drill tap, the maximum tapping dimension for the main not exceeded		
Ensures the machine saddle and drill tap is fully assembled and in working order		
Installs the machine saddle and drill tap assembly and test for leakage in line with company procedures		
Pressure test the drilling apparatus in accordance with procedures ensuring the gate valve in the OPEN position and the machine seal checked is checked with leak detection solution.		
Satisfactorily drills the main at the identified drilling point in line with procedures		
Retracts the drill tap in to the drill body, closes the gate valve and locks the drill tap in the raised position		
Vents the drill head to ensure a seal is made		

Recognises situations where the seal is not made and applies both remedial and safety requirements		
Removes the drill head and then installs the carrier spindle and required fitting and then locates the head in a similar manner to that of the drilling head keeping the gate valve closed.		
Opens the gate valve, lower the fitting and screw into the tapped hole until hand tight		
Depresses the vent button until all the pressure has been released, slacken the gland nut and remove the fitting head in accordance with procedures		
Releases the chain and remove the machine base from the main.		
Removes any swarf from the rubber seal and fully tighten the fitting to the correct alignment		
Ensures the fitting is gas tight and checked with approved leak detection fluid		

Feedback	
Feedback (including any evidence towards a distinction grade)	
Overall Result: **Pass / Fail**	
Assessor Signature	**Date**
Apprentice Signature	**Date**