



Online Contractor Orientation

How to access the course

Safety is top priority at EPCOR. Before working on any EPCOR site, all contractors must complete a Contractor Orientation. Project Managers are responsible for ensuring contractors complete the required orientation before starting work.

Registering for the orientation

Open the course using **GOOGLE CHROME**.

Each person must first register for the course at <http://epcororientation.com> where you will need to enter the following information:

- first and last name;
- email address (must be specific to the individual and not a general company or shared address);
- company name; and
- option to “Select Group”, choose Electricity:

The screenshot shows a registration form with two main sections. The first section is titled 'CONFIRM PASSWORD' and contains a text input field with the placeholder text 'password'. The second section is titled 'SELECT GROUPS' and contains a dropdown menu. The dropdown menu is open, showing two options: 'Electricity' and 'Water'. The 'Electricity' option is highlighted with a red rectangular border. Below the dropdown menu, there is a yellow horizontal bar.

Completing the course(s)

Course content can take up to one hour to review and is followed by a multiple choice exam.

- Once you are logged in, you will see two courses listed under **MY COURSES**:

Electricity Safety Orientation (standard and substations)

Required if performing high consequence work; or
Required if entering an EPCOR substation

Electricity Safety Orientation (buildings)

Required if performing work at one of the following locations:

- Hugh J. Bolton Service Centre - [12116 107 Street, Edmonton AB, T5G 2S7](#)
- South Service Centre - [8743 58 Ave, Edmonton AB, T6E 5W4](#)
- Winterburn Training Facility - [22004 115 Ave NW, Edmonton, AB T5S 2N7](#)

**this includes outdoor work on building premises*

***both orientations are required, if performing high consequence work at one of the above locations.*

Examples of high consequence work include, but are not limited to: working on mobile equipment (non-passenger vehicle), any work that is done on or directly adjacent to a roadway, work at heights, electrical work, hot work, excavation, concrete or asphalt cutting, lockout/tagout, etc. If you are unsure if your work is considered high consequence, reach out to your EPCOR representative.

- Once you've identified the course(s) required, click on the course title.
- A window will open on the right side of the screen with course details.
- Click **LAUNCH COURSE** in the green bar at the bottom of the window.
- Once you start the course, if you need to exit, the system will save your progress until you resume the orientation.
- Once the test has started, you must finish it – if you exit the test, you cannot return to the point at which you exited.
- You cannot bypass questions, as the test will not advance until you answer each question correctly.
- Once you have completed and passed the orientation, you will see a message on screen indicating your successful completion and providing you the option to view or print your certificate.
- You must print the certificate, as you are required to carry it with you when you are working on an EPCOR site.
- If you encounter issues with the orientation, make sure you are using **GOOGLE CHROME**.

Questions or registration support

Please contact [Karen Grandinetti](#) by email or at 780-412-3656.