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|  | **Entering / Exiting the Live Working Regime** | **CON-09-003**  **Issue 2** |

**Refer to “Important Information” over page before completing this form.**

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| Site Details: | | | | | | | | |
| Third Party Network Provider name and Address: | | | | | | | | |
| Builder name and Site Address to be covered by the live working Regime: | | | | | | | | |
| Likely duration of the live working period: | | | | | | Plan attached indicating proposed boundary of the Live Working area: | | |
| SP Energy Networks  Ref. No: | | | Contractor Ref. No: | Site Agreement No: | | Contractor Telephone Number: | Contractor Contact Name: | |
| Entering the Live Working Regime | Contractor Declaration | **In signing this form we hereby confirm that:**   * This notice is issued in accordance with the provisions of the Adoption Agreement made between SP Distribution / SP Manweb, the Developer and the Contractor. * All apparatus will be installed in accordance with SP Energy Networks requirements, Operating regime and to the terms and conditions as detailed in the site specific Adoption Agreement. * Only individuals with appropriate training, knowledge and experience and holding SP Energy Networks Authorisation will undertake live work. * No deliberate attempt shall be made to undertake Live Working on any voltages other than LV. * No attempt shall be made to work outside the agreed live working boundary as indicated in the attached plan. * No Live Working will commence until a SP Energy Networks countersigned version of this document has been received. | | | | | | |
| Signed  ………………………………..  For and on behalf of  (name of Company)  ……………………………….. | | | (Print Name)  ………………………………..  (Print Designation)  ……………………………….. | | | Date  …………………………… |
| **SP Energy Networks Counter-signature** | Approval for Live working: This document shall only be counter-signed by SP Energy Networks when **ALL** of the following conditions are satisfied:   * An approved design exists. * A site specific Adoption Agreement signed by all parties exists. * The Third Party Network Provider is authorised by SP Energy Networks to undertake Live Working. * All relevant statutory consents are secured.   A signed copy shall be returned to the Contractor. | | | | | | |
| Signed  …………………………………..  For and on behalf of  SP Energy Networks  ………………………………….. | | | (Print Name)  …………………………………..  (Print Designation)  ………………………………….. | | | Date  …………………………… |

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| Exiting the Live Working Regime | Contractor Declaration | Exiting the Live Working Regime In signing this form we hereby confirm that:   * We understand that all access to the ScottishPower network to work live within the previously specified Live Working area is withdrawn on submission of this form. * No further attempts will be made to work live within the previously specified live working area. * All as-built records have been submitted to SP Energy Networks * All relevant site personnel (including site agent) have been made aware of the live network and the potential hazard it presents. | | |
| Signed  ………………………………..  For and on behalf of  (name of Company)  ……………………………….. | (Print Name)  ………………………………..  (Print Designation)  ……………………………….. | Date  …………………………… |
| **SP Energy Networks Counter-signature** | Exiting Live working: All permission to work live within the specified live working regime is revoked. | | |
| Signed  …………………………………..  For and on behalf of  SP Energy Networks  ………………………………….. | (Print Name)  …………………………………..  (Print Designation)  ………………………………….. | Date  …………………………… |

**General Comments:**

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| **Important Information** | **The following shall be observed:**   * Both parties shall sign the declaration in the relevant parts. * Live working is allowed within Greenfield/Brownfield housing sites. * One form shall be submitted per Live Working area. * Live working areas shall never overlap. * A 1:500,1:1250 or 1:2500 plan (as appropriate) must be attached clearly indicating the proposed live working boundary. * The maximum period for a Live Working Regime to apply is 2 years from the SP Energy Networks signature date. Sites requiring live jointing beyond a 2-year timescale must have forms re-submitted in advance of the 2-year expiration date. |