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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 NetworksRef. 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.
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| 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 RegimeIn 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.
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| 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.
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