|  |
| --- |
| SRA No:  **SITE RESPONSIBILITY AGREEMENT**  ***\*For guidance: See CON-09-006 Sample of a Completed Site Responsibility Agreement*\***  **TYPE** |

**SECTION A: BUILDING AND SITE SECTION B: CUSTOMER OR OTHER PARTY**

|  |  |  |  |
| --- | --- | --- | --- |
| **SITE NAME:**    **SITE ADDRESS:**  **SITE TELEPHONE No:**  **SUBSTATION NAME:** | **OWNER OR LESSEE:**  **OCCUPIER:**  **MAINTENANCE:**  **SAFETY:**  **SECURITY:** | **ACCESS REQUIREMENTS:**  **SITE ARRANGEMENTS:**  **CONNECTION POINT:**  **Drawing Number:** | **CUSTOMERS NAME:**  **MPAN:**  **ADDRESS:**  **TELEPHONE No:** |

**SECTION C: PLANT AND APPARATUS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Item**  **No** | **Equipment** | **Identification** | **Owner** | **Safety**  **Rules**  **Applic.** | **Operation** | | | | **Maintenance** | | **Fault Investigation** | | | **Testing** | | **Protect**  **Setting** |
| Opening | Closing | Isolation | Earthing | Primary  Equip | Protect  Equip | Primary  Equip | Protect  Equip | Circuit  Reclose | Trip &  Alarm | Primary  Equip |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **REMARKS: e.g.** Operation of the Emergency Trip Button must be notified immediately to the SP Control Engineer |

**SECTION D: CONTROL SECTION E: ADDITIONAL INFORMATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item No. | Control Engineer Responsible | Telephone Number | Remarks |  | **design capacity** |
|  | SPEN OCC |  | Customer to contact SP for isolation |  |
|  | Meter Operator appointed by Customer |  |  |  |
|  | Customer Authorised Person |  |  |  |

**Signed…………………………………..for SP Energy Networks. Date………………**

**Signed…………………………………..for Customer Date………………**

**ABBREVIATIONS:**

**M = Meter Operator C = Customer**

**S = SP Manweb or SP Distribution Ltd**

**TC = Telecomms. Provider (e.g. Vodafone)**

**T = SP Transmission Ltd N/A = Not Applicable**