|  |
| --- |
| 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 | CircuitReclose | Trip &Alarm | PrimaryEquip |
| 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**