

## 1. SCOPE

The ScottishPower Safety Rules (Electrical & Mechanical) Fifth Edition were introduced on 15 March 2024.

This document provides guidance on amending documents held in the EN Document Library which refer to Fourth Edition ScottishPower Safety Rules or supporting procedures to refer to the relevant Fifth Edition document.

It also contains reference tables showing Fourth Edition Safety Rules documents alongside the most applicable and equivalent Fifth Edition document(s).

## 2. ISSUE RECORD

This is a Reference document. The current version is held on the EN Document Library.

**It is your responsibility to ensure you work to the current version.**

Issue Date	Issue No.	Author	Amendment Details
May 2024	1	Dave Naylor	Initial issue
May 2025	2	Dave Naylor	Business-Specific Application of the Safety Rules Procedure - SP Energy Networks added to Section 7 and where relevant in Sections 9.3 and 9.4. Hyperlink to ScottishPower Safety Rules updated. Retention period extended to five years.

## 3. ISSUE AUTHORITY

Author	Owner	Issue Authority
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## 4. REVIEW

This is a Reference document which has a 5-year retention period after which a reminder will be issued to review and extend retention or archive.

## 5. DISTRIBUTION

This document is not part of a Manual maintained by Document Control and does not have a maintained distribution list. It is published on the SP Energy Networks website.

**6. CONTENTS**

<b>1. SCOPE.....</b>	<b>1</b>
<b>2. ISSUE RECORD.....</b>	<b>1</b>
<b>3. ISSUE AUTHORITY .....</b>	<b>1</b>
<b>4. REVIEW .....</b>	<b>1</b>
<b>5. DISTRIBUTION .....</b>	<b>1</b>
<b>6. CONTENTS.....</b>	<b>2</b>
<b>7. REFERENCE AND RELATED DOCUMENTS .....</b>	<b>3</b>
<b>8. AMENDING DOCUMENTS HELD IN THE EN DOCUMENT LIBRARY .....</b>	<b>3</b>
<b>9. TABLES OF EQUIVALENT DOCUMENTS.....</b>	<b>4</b>
<b>9.1 Safety Rules.....</b>	<b>4</b>
<b>9.2 Power Systems Safety Instructions (PSSI).....</b>	<b>4</b>
<b>9.3 Management Safety Procedures (MSP) .....</b>	<b>7</b>
<b>9.4 Live Working Manual (LWM).....</b>	<b>14</b>

## **7. REFERENCE AND RELATED DOCUMENTS**

ScottishPower Safety Rules (Electrical & Mechanical) Fifth Edition  
ScottishPower Safety Instructions (Electrical & Mechanical) Fifth Edition  
ScottishPower Safety Rules Approved Written Procedures  
Business-Specific Application of the Safety Rules Procedure - SP Energy Networks

## **8. AMENDING DOCUMENTS HELD IN THE EN DOCUMENT LIBRARY**

There are many documents in the EN Document Library which refer to the Fourth Edition Safety Rules or one of their supporting documents.

Following the introduction of the Fifth Edition ScottishPower Safety Rules there is no immediate requirement to amend those documents by updating references to the relevant Fifth Edition equivalent.

These documents shall have Safety Rule references amended at the point in time when each document becomes due for review, or if updated sooner for other reasons.

## 9. TABLES OF EQUIVALENT DOCUMENTS

This table shows, for each Fourth Edition document, the most applicable and equivalent document(s) within the Fifth Edition. Whilst one of the aims of introducing the Fifth Edition was to reduce the diversity of documents, the content of some Fourth Edition documents was, of necessity, divided amongst many destinations and it is not possible to identify where each Fourth Edition specific sentence or requirement now exists within the Fifth Edition Safety Rules.

### 9.1 Safety Rules

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
N/A	ScottishPower Safety Rules (Electrical & Mechanical) Fourth Edition	<a href="#">ScottishPower Safety Rules (Electrical &amp; Mechanical) Fifth Edition</a>

### 9.2 Power Systems Safety Instructions (PSSI)

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-10-001 PSSI 1	High Voltage Switching	SI-25 High Voltage Switching
OPSAF-10-002 PSSI 2	Earthing High Voltage Apparatus for Work or Testing	SI-26 High Voltage Earthing
OPSAF-10-003 PSSI 3	High Voltage Metal-Enclosed Switchgear	SI-29 High Voltage Metal Enclosed Switchgear

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-10-004 PSSI 4	High Voltage Overhead Lines - Work on Phase Conductors	SI-32 High Voltage Overhead Lines
OPSAF-10-005 PSSI 5	Work or Testing on HV Cable Systems including Cables Subject to Induced Voltage	SI-37 High Voltage Cables
OPSAF-10-006 PSSI 6	Demarcation of Work Areas in Substations	SI-42 Demarcation for Work on or Near to the System
OPSAF-10-007 PSSI 7	Access to High Voltage Compartments and Structures	SI-5 Access to Plant and Operational Locks SI-32 High Voltage Overhead Lines
OPSAF-10-008 PSSI 8	Access Equipment, Cranes, Vehicles and Long Objects in Substations	SI-43 Access Equipment, Cranes, Vehicles and Long Objects in Substations
OPSAF-10-009 PSSI 9	Testing High Voltage Apparatus	SI-38 Testing High Voltage Plant
OPSAF-10-010 PSSI 10	Plant and Apparatus containing Dielectric Gas	SI-31 Plant Containing Dielectric Gas
OPSAF-10-011 PSSI 11	High Voltage Static Capacitors	SI-39 Work on or Near to Reactive Compensation Plant

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-10-012 PSSI 12	Low Voltage Apparatus	SI-14 Low Voltage Switching SI-15 Testing Low Voltage Plant SI-16 Low Voltage Ground Mounted Plant SI-17 Low Voltage Overhead Lines SI-18 Low Voltage Cables SI-19 Low Voltage Service Terminations and Meters SI-21 Work in Electrical Panels SI-23 Batteries and Battery Chargers
OPSAF-10-014 PSSI 14	Automatically or Remotely Controlled Plant and Apparatus	SI-22 Automated Plant
OPSAF-10-016 PSSI 16	High Voltage Overhead Lines - Work on Towers, Poles, High Structures and Earthwires	SI-32 High Voltage Overhead Lines
OPSAF-10-017 PSSI 17	Work on or Testing of a Customer's Installation and the Control of Safety from the System at the Energy Networks / Customer Boundary	SI-13 Inter-System Safety Precautions
OPSAF-10-018 PSSI 18	Transformers	SI-40 Transformers and Reactors
OPSAF-10-025 PSSI 25	Work on or Testing of Pole Mounted Substations Supplying Equipment on Steel Towers or Structures	SI-36 Pole Mounted Substations Supplying Equipment on Steel Lattice Towers
OPSAF-10-027 PSSI 27	Work or Testing on or near to High Voltage Direct Current (HVDC) Plant and Apparatus	SI-27 High Voltage Direct Current (HVDC) Plant

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-10-028 PSSI 28	Overhead Travelling Cranes	SI-52 Overhead Travelling Cranes
OPSAF-10-035 PSSI 35	Fire Protection Equipment	SI-49 Fixed Fire Protection Plant
OPSAF-10-036 PSSI 36	General Confined Spaces, Tunnels, Culverts and Similar Spaces	SI-50 Management of Work in Confined Spaces

### 9.3 Management Safety Procedures (MSP)

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-001	MSP Explanatory Notes	n/a
OPSAF-11-002	MSP Definitions	Safety Rules Part D contains definitions, and each Safety Instruction or Approved Written Procedure introduces additional defined terms used within that document.
OPSAF-11-004 MSP 1.2	Operational Compliance Auditing	SI-11 Safety Rules Auditing SI-2 Safety Rules Training, Authorisation and Competence
OPSAF-11-005 MSP 1.3	Achieving Safety from the System by Limiting the Testing, Work or Work Area on HV Cables or in Substations	Safety Rule A3.1 and guidance

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-006 MSP 1.4	Achieving Safety on Wood Poles Supporting Live HV Conductors by Limiting the Testing, Work or Work Area	SI-32 High Voltage Overhead Lines
OPSAF-11-007 MSP 1.5	Achieving Safety on Overhead Lines While Carrying Out HV Rubber Glove Working	SI-33 High Voltage Live Line Hands-On Work Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-11-008 MSP 1.6	Portable Earthing and Shorting Leads for Use in Substations, Power Stations and on Overhead Lines	SI-26 High Voltage Earthing
OPSAF-11-009 MSP 1.7	Application, Removal, Storage and Inspection of Portable Earths, Field Equipment Earths and LV Portable Shorts	SI-26 High Voltage Earthing SI-32 High Voltage Overhead Lines SI-17 Low Voltage Overhead Lines
OPSAF-11-010 MSP 1.8	Recording and Reporting of High Voltage and Low Voltage Switching	SI-25 High Voltage Switching SI-14 Low Voltage Switching
OPSAF-11-049 MSP 1.10	Management of Drain Earths for Work on Steel Tower Overhead Lines	SI-32 High Voltage Overhead Lines
OPSAF-11-012 MSP 2.1	Arrangements for the Establishment and Maintenance of General Safety	SI-1 Arrangements for General Safety
OPSAF-11-013 MSP 2.2	Safety Rules and Support Documents Review, Approval and Issue	SI-9 Approved Written Procedures
OPSAF-11-014 MSP 2.3	The Publication and Availability of ScottishPower Safety Rules and Support Documents	SI-9 Approved Written Procedures



Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-015 MSP 2.4	Procedure for Work On or Testing Of Plant and Apparatus where The Safety Rules or their Support Documents Cannot or Should Not be Applied	SI-9 Approved Written Procedures
OPSAF-11-051 MSP 2.4.2	Victor Test Instrument Approved Procedure	AWP-051 - Use of the VICTOR Test Instrument on 11 / 6.6kV Circuits
OPSAF-11-047 MSP 2.4.3	Approved Procedure for 33kV or 11kV Work or Testing between Braehead Park 132kV Substation and Renfrew Ferry No 1, Tee Renfrew Ferry 2/3 Primary Switchboards	AWP-052 - Work between Braehead Park 132 kV Substation and Renfrew Ferry No 1, Tee Renfrew Ferry 2/3 Primary Switchboards
OPSAF-11-052 MSP 2.4.5	Procedure to Establish Primary Earths on Tower Circuits Which are Considered Part of the HV System but Have No Electrical Connections and May Not Comply With The Safety Rules	SI-32 High Voltage Overhead Lines
OPSAF-11-053 MSP 2.4.6	Method Statement for the Repair / Replacement of Reyrolle C-Gear Shutter Mechanisms	AWP-053 - Repair or Replacement of Reyrolle C-Gear Shutter Mechanisms
OPSAF-11-054 MSP 2.4.7	Interim Procedure for Safety Locking Ring Switches on 33kV RMUs with A.E.I or Ferguson-Palin IVS type Oil Switches	Procedure withdrawn – no longer required.
OPSAF-11-057 MSP 2.4.8	Method Statement for Live Tank Oil Sampling (LTOS) of RMUs and OSWs	AWP-021 - Live Oil Tank Sampling
OPSAF-11-065 MSP 2.4.15	Work or Testing on Ring Main Units Without a Busbar Earth Facility With the Circuit Breaker Cable Box Live	SI-29 High Voltage Metal Enclosed Switchgear

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-087 MSP 2.4.31	Approved Procedure - Carrying out Blocked Valve Tests, Open Converter Tests and Open Valve Tests at Hunterston HVDC Converter Station	AWP-054 - Carrying out Blocked Valve Tests, Open Converter Tests and Open Line Tests at Hunterston HVDC Converter Station
OPSAF-11-094 MSP 2.4.33	Approved Procedure - Work on or Contact with Unearthed Metallic Objects within a Live Transmission Substation where Electrical Charge May be Induced	AWP-055 - Charged Objects (not part of the System) in Substations at 132kV and above
OPSAF-11-101 MSP 2.4.40	Approved Procedure - Removal of Voltage Test Sockets from SOP 215 LV Take-Off Chambers	AWP-056 - Removal of Voltage Test Sockets from SOP 215 LV Take-Off Chambers
OPSAF-11-103 MSP 2.4.42	Approved Procedure for applying a universal 11kV Switchgear Portable Primary Earth	AWP-057 - Approved Procedure for Applying a Universal 11kV Switchgear Portable Primary Earth
OPSAF-11-106 MSP 2.4.43	Approved Procedure - Work and Testing on the Western Link Offshore Marine High Voltage DC Cables	AWP-058 - Work on The Western Link Offshore Marine High Voltage DC Cables
OPSAF-11-108 MSP 2.4.44	Approved Procedure for applying a Universal 11kV Switchgear Portable Primary Earth at Ralston Primary	Replaced with generic Approved Written Procedure AWP-057 - Approved Procedure for Applying a Universal 11kV Switchgear Portable Primary Earth
OPSAF-11-016 MSP 2.5	Procedures to be Adopted When the Safety Rules (Safety Document Process and/or Safety Features) Cannot be Applied	SI-4 Absence of Persons or Loss of Documents, Keys or Equipment SI-30 Interlocks
OPSAF-11-018 MSP 2.7	Objection to Instructions Issued Under the Safety Rules	Safety Rules GP4 and Guidance

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-020 MSP 2.9	Management Considerations for Work on Overhead Line Earthwires and Optical Cables Adjacent to a Live Circuit	SI-32 High Voltage Overhead Lines Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-11-022 MSP 2.11	Procedure for Work on Overhead Lines (up to 33kV) By More Than One Working Party within One Isolated Zone	SI-32 High Voltage Overhead Lines
OPSAF-11-064 MSP 2.12	Procedure To Be Adopted When Working on High Voltage Mechanically Switched Capacitors with Damping Network (MSCDN)	SI-39 Work on or Near to Reactive Compensation Plant
OPSAF-11-078 MSP 2.13	Working on High Voltage Series Compensation Equipment	SI-39 Work on or Near to Reactive Compensation Plant
OPSAF-11-088 MSP 2.14	Procedure for working on STATCOM Static VAR Compensators	SI-39 Work on or Near to Reactive Compensation Plant TRANS-10-004 Procedure for working on Static VAR Compensator at Hunterston Converter Station
OPSAF-11-089 MSP 2.15	Procedure for working on High Voltage Alternating Current Filter Banks at Hunterston HVDC Converter Station	TRANS-10-005 Procedure for working on High Voltage Alternating Current Filter Banks at Hunterston HVDC Converter Station
OPSAF-11-090 MSP 2.16	Procedure for working in the High Voltage DC Hall and on associated Neutral conductors at Hunterston HVDC Converter Station	TRANS-10-006 Procedure for working in the High Voltage DC Hall and on associated Neutral conductors at Hunterston HVDC Converter Station
OPSAF-11-091 MSP 2.17	Procedure for Accessing and Working in the Valve Halls and on associated Apparatus at Hunterston HVDC Converter Station	TRANS-10-007 Procedure for Accessing and Working in the Valve Halls and on associated Plant at Hunterston HVDC Converter Station

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-092 MSP 2.18	Procedure for work or testing in the PLC buildings at Hunterston HVDC Converter Station	TRANS-10-008 Procedure for work in the PLC buildings at Hunterston HVDC Converter Station
OPSAF-11-104 MSP 2.19	Procedure for Working on 'Phoenix' Hybrid Synchronous Compensator System	TRANS-10-009 Procedure for Working on 'Phoenix' Hybrid Synchronous Compensator System
OPSAF-11-107 MSP 2.20	Procedure for Work or Testing on the Angle-DC HVDC Link	NETOP-15-003 Procedure for Work on the Angle-DC HVDC Link
OPSAF-11-023 MSP 3.1	Application of ScottishPower Safety Rules	Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-11-024 MSP 3.2	Connection, Energising, Commissioning and Permanent Disconnection of High Voltage Apparatus	SI-7 Addition to and Removal from the System
OPSAF-11-025 MSP 3.3	Restoration of Motive Power	Safety Rules Part A and B and guidance
OPSAF-11-105 MSP 3.3.1	Approved procedure for the Restoration of Motive Power Supplies (ROMP) on Phoenix Hybrid Compensator's Synchronous Condenser	AWP-059 - Restoration of Motive Power (ROMP) on Phoenix Hybrid Compensator's Synchronous Condenser at Neilston 275kV Substation
OPSAF-11-043 MSP 3.4	Jumpers at a Point of Isolation	SI-32 High Voltage Overhead Lines SI-34 Long Stick Work on High Voltage Overhead Lines
OPSAF-11-111 MSP 3.5	Use of a Disconnecting Circuit Breaker (DCB) as a Point of Isolation at 132kV and above	SI-25 High Voltage Switching

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-027 MSP 4.2	Application and Use of Locks for Access and Operational Equipment	Safety Rules Part B Guidance SI-5 Access to Plant and Operational Locks Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-11-028 MSP 4.3	Procedures for Safe Custody of Safety Keys, Key Safe Keys and Key Safes	Safety Rules Part A and B and guidance SI-5 Access to Plant and Operational Locks
OPSAF-11-029 MSP 4.4	Role of Selected Person and Senior Authorised Person	Safety Rules Part C7 and guidance
OPSAF-11-030 MSP 4.5	System Control Boundaries and Control Boundary Procedures	SI-13 Inter-System Safety Precautions Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-11-031 MSP 4.6	Procedure / Guidance for Safety Documents	Safety Rules Part B and guidance SI-12 Approved Abbreviations
OPSAF-13-001 MSP 5.1	Authorisation Procedures	SI-2 Safety Rules Training, Authorisation and Competence
OPSAF-13-003 MSP 5.1.1	Route to Authorisation	SI-2 Safety Rules Training, Authorisation and Competence
OPSAF-13-005 MSP 5.1.2	Authorisation Assessors & Interviewers and Operational Key Issuers	Document remains current

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-11-032 MSP 5.2	Responsibilities of Control Persons and Authorised Persons	Safety Rule A9 and guidance Safety Rules Part C SI-25 High Voltage Switching
OPSAF-11-034 MSP 5.4	Field Control - Transfer of Control Persons Responsibility for Work on the High Voltage System	Safety Rule A9 and guidance Safety Rules Part C SI-25 High Voltage Switching
OPSAF-11-035 MSP 5.5	Procedures for Standby Supervision of Unauthorised Persons	SI-3 Supervision of Non-Authorised Persons
OPSAF-13-004 MSP 5.6	Operational Incident Procedure Authorisation Withdrawal	SI-6 Management of Safety Rules Incidents SI-2 Safety Rules Training, Authorisation and Competence
OPSAF-11-044 MSP 6.1	Guidance on Interpretation of Definitions Part D - Safety Rules	Safety Rules Part D contains definitions, and each Safety Instruction or Approved Written Procedure introduces additional defined terms used within that document.

#### 9.4 Live Working Manual (LWM)

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-01-001 LWM 1.1	Policy for Live Work or Testing on the System	SI-8 Live Work

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-12-002 LWM 1.3	Access to Energy Networks Live Working Manual	n/a
OPSAF-13-002 LWM 1.4	Training and Authorisation for Operations, Work or Testing on or Near Live Apparatus	SI-2 Safety Rules Training, Authorisation and Competence
OPSAF-12-003 LWM 2.1	Operation of the LV System	SI-14 Low Voltage Switching
OPSAF-12-004 LWM 2.2	Operation of the HV AC System up to and including 33kV	SI-25 High Voltage Switching SWG-11-001 Distribution HV Switchgear Duty, Rating and Capability
OPSAF-12-005 LWM 2.3	Use of Approved HV Voltage Indicators and Phasing-Out Devices	SI-28 Use of Approved HV Voltage and Phase Indicators
OPSAF-12-006 LWM 2.4	Connection of Mobile Generation in Parallel with the Distribution System	SI-57 Fixed and Portable Auxiliary Generators AWP-014 - Generator Connection
OPSAF-12-061 LWM 2.6	Low Voltage Mains / Service Continuity and Service Position Testing	SI-15 Testing Low Voltage Plant SI-19 Low Voltage Service Terminations and Meters AWP-016 - Installation of Temporary Service Loop between Cut-Outs
OPSAF-12-007 LWM 3.1	Substation Distribution Boards and Network Pillars	SI-16 Low Voltage Ground Mounted Plant AWP-006 - Low Voltage Distribution Board Live Work
OPSAF-12-008 LWM 3.2	Substation Batteries and Chargers	SI-23 Batteries and Battery Chargers AWP-007 - Work on Batteries

Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-12-009 LWM 3.3	Control and Protection Systems	SI-21 Work in Electrical Panels AWP-009 - Electrotechnical Work in Panels
OPSAF-12-010 LWM 3.4	Current Transformers (CTs)	SI-20 Current Transformers SI-21 Work in Electrical Panels AWP-009 - Electrotechnical Work in Panels
OPSAF-12-011 LWM 4.1	Low Voltage Cable Jointing	SI-18 Low Voltage Cables AWP-003 - Low Voltage Service Cable Jointing AWP-004 - Low Voltage Mains Cable Jointing AWP-023 - LV Temporary Cable Jointing
OPSAF-12-013 LWM 5.1	LV Overhead Lines	SI-17 Low Voltage Overhead Lines AWP-005 - Low Voltage Overhead Line Work
OPSAF-12-015 LWM 5.3	HV Rubber Glove Working	SI-33 High Voltage Live Line Hands-On Work AWP-012 - High Voltage Live Line Hands-On Work
OPSAF-12-016 LWM 5.4	HV Long Stick Working	SI-34 Long Stick Work on High Voltage Overhead Lines AWP-011 - Long Stick Work on High Voltage Overhead Lines
OPSAF-12-017 LWM 5.5	Erection of Poles into Live HV (11kV and below) and LV Overhead Lines	AWP-015 - Erection of Poles into Live HV (11kV and Below) and LV Overhead Lines
OPSAF-12-018 LWM 5.6	Tree Work in Proximity to Live Overhead Lines	SI-35 Vegetation Management Near to Overhead Lines AWP-013 - Vegetation Management Near to Live Overhead Lines



Fourth Edition Document ref.	Fourth Edition Document Title	Fifth Edition Document
OPSAF-12-021 LWM 6.1	Work on Service Terminations	SI-19 Low Voltage Service Terminations and Meters AWP-001 - Changing Insulated Cut-Outs on Plastic Cables AWP-002 - Changing Cut-Outs on PILC Cable
OPSAF-12-022 LWM 7.1	Single Phase Meter Change	SI-19 Low Voltage Service Terminations and Meters AWP-010 - CT Meter Change AWP-017 - Single Phase Meter Change
OPSAF-12-023 LWM 7.2	Current Transformers (CT) Operated Meter Changes	SI-19 Low Voltage Service Terminations and Meters AWP-010 - CT Meter Change
OPSAF-12-024 LWM 8.1	Approval of Equipment for Live Working or Testing	SI-10 Control and Management of Approved Equipment Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-12-025 LWM 8.2	Insulated Gloves for Electrical Purposes other than HV Rubber Glove Working	SI-10 Control and Management of Approved Equipment Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-12-027 LWM 8.4	Approved Equipment for HV Live Working	SI-10 Control and Management of Approved Equipment SI-33 High Voltage Live Line Hands-On Work Business-Specific Application of the Safety Rules Procedure - SP Energy Networks
OPSAF-12-028 LWM 8.5	Inspecting and Testing Policy for Insulated Rods	SI-10 Control and Management of Approved Equipment Business-Specific Application of the Safety Rules Procedure - SP Energy Networks