



1. SCOPE

This Procedure provides guidance on the accompaniment of **Persons** carrying out **Live** work or testing.


2. ISSUE RECORD

This is a controlled maintained document.

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Issue Date	Issue No	Author	Amendment Details
Oct 2005	2	Jack Neilson	New document format. Minor editorial changes.

3. ISSUE AUTHORITY

Author	Owner	Issue Authority
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4. REVIEW

This document shall be reviewed at a period no longer than five years.



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6. FORWARD

Regulation 14 of the Electricity at Work Regulations 1989 imposes an absolute duty:

- (i.) not to carry out work on or so near **Live** electrical equipment where **Danger** may arise unless this can be properly justified.
- (ii.) to take suitable precautions to prevent injury when **Live** work (which in the terms of the Regulations will include **Live** testing) is undertaken.

While the Regulations do not specifically deal with a requirement for accompaniment, the Health and Safety Executive "Memorandum of Guidance on the Electricity at Work Regulations 1989" (Health and Safety Series Booklet HS(R)25) does and is in the form of guidance on suitable precautions to be taken while carrying out **Live** working.

The guidance is that the precautions necessary to comply with Regulation 14(c) must be commensurate with the risk and that these will include:

- (i.) the use of **Persons** who are properly trained to work safely on **Live** equipment (Regulation 16 deals with competence) and where appropriate
- (ii.) accompaniment by another person or persons.

The accompaniment by another person or persons is not a requirement in every case, but only where the presence of such person or persons could contribute significantly to preventing injury. Further, where accompaniment is a necessary precaution, the second person shall:

- (i.) clearly understand his role
- (ii.) be able to recognise **Danger** and, if necessary, render assistance in the event of an emergency.

7. DEFINITIONS

Terms printed in bold type are as defined in the ScottishPower Safety Rules (Electrical and Mechanical) 4th Edition.



8. GENERAL

8.1 **Danger** in the context of this Procedure is taken to apply to the **Danger**, which could result from the acts or omissions of the **Persons** involved and not to some intrinsic weakness of design or workmanship. All **Plant** and **Apparatus** is considered to be adequate for the purpose, correctly constructed, installed and maintained.

8.2 The operation of **Plant** or **Apparatus** in its normal operating mode may be carried out without **Danger** providing routine procedures and suitable equipment are used correctly. Suitably **Authorised Persons** do not, therefore, require to be accompanied when carrying out **HV** and or **LV Switching** (excluding the application of **Portable Earths**).

9. TYPES OF WORK OR TESTING WHICH SHOULD BE CARRIED OUT ACCOMPANIED

The following types of work or testing on **HV** and **LV Apparatus** shall only be carried out while accompanied:-

(i.) Any work on **Live HV** conductors, or the exposure of **HV** conductors which have not been **Isolated** and **Earthed**, and which requires the handling or application of **Approved** insulated tools, insulated devices, or instruments to those conductors. **Approved** voltage indicators may be used unaccompanied provided that an on-site risk assessment is carried out and adequate precautions are taken as detailed in the Power Systems Live Working Manual.

(ii.) Work on the busbar spouts of a multi-panel switchboard

PSSI 3 Paragraph 5 (vii)

(iii.) Work on circuit spouts, voltage transformer spouts and single panel busbar spouts

PSSI 3 Paragraph 6 (vii)

(iv.) Work on **HV** overhead lines

PSSI 4 Paragraphs 5.2; 6.10(iv)

PSSI 16 Paragraphs 5.2; 6.1.2(i); 6.1.2(ii) and 11.1



(v.) **Work on Live LV Apparatus**

PSSI 12 Paragraph 9 (i) if risk assessment shows it is required.

10. ACCOMPANYING PERSON

10.1 The accompanying **Person** shall be suitably Authorised and clearly understand his role towards achieving the required safe system of work and shall be trained to recognise **Danger** and shall be capable of rendering assistance in the event of an emergency.