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ACHIEVING SAFETY FROM THE SYSTEM BY LIMITING THE TESTING, WORK OR WORK AREA

FOREWORD

Safety Rule A.3 of the Safety Rules states that when **Safety from the System** can be achieved by limiting the work or the work area, instructions clearly defining the limits shall be given. When it is considered necessary to confirm instructions in writing, a **Limited Work Certificate** shall be issued.

Safety Rule A.4 states that when **Safety from the System** can be achieved by limiting the testing, instructions defining the limits shall be given. When it is considered necessary to confirm instructions in writing, a **Limited Work Certificate** shall be issued.

1 SCOPE

This Procedure lays down categories of work and/or testing which may be undertaken on, or adjacent to, **HV Apparatus** by limiting the testing, work or work area.

2 DEFINITIONS

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

3 SAFETY PRECAUTIONS AND SAFETY DOCUMENTS

3.1 The categories of testing and or work which may be carried out on **HV Apparatus** by limiting the testing, the work or the work area are as listed in Section 4 of this Procedure. It is not intended that the tasks listed in Section 4 shall in all cases and in all circumstances be carried out by limiting the testing, work or work area. Before deciding whether **Safety from the System** can be achieved by this method, a **Senior Authorised Person** shall:-

- (i) assess the nature and the extent of the work involved
- (ii) satisfy himself that the task to be undertaken will not adversely affect the integrity of the **Apparatus** or the Safety which is afforded by the design and construction of the **Apparatus** to the **Person(s)** undertaking the task.

3.2 In each situation where the testing or the work is to be carried out by limiting the testing, the work or the work area, then when it is considered necessary to confirm instructions in writing, a **Limited Work Certificate** shall be issued.

4 TASKS WHICH MAY BE UNDERTAKEN FOLLOWING ASSESSMENT

Subject to the precautions set out in Section 3 above, the following tasks are typical of those that may be undertaken on, or adjacent to, **High Voltage Apparatus** by limiting the testing, the work or the work area:

- (i) Maintenance of transformer cooler fans, pumps and associated control equipment.
- (ii) Topping up of transformer conservator tanks on transformer and voltage regulator tap change drive mechanisms and control circuits.
- (iii) Operational checks, fault location and repairs on transformer and voltage regulator tap change drive mechanisms and control circuits.
- (iv) Drawing off oil samples from transformer drain cocks.
- (v) Fitting and testing of external core-balance CTs, eg for earth fault indication, on 11 kV switchgear.
- (vi) Painting of **High Voltage Apparatus** having no exposed conductors.
- (vii) Sampling gases in Buchholz relays where the facilities provided are such that the **Safety Distance** to the nearest exposed conductor required by Safety Rule A2 shall not be infringed.
- (viii) Changing silica-gel breathers.
- (ix) Examination and testing of earthing arrangements at PTE's.
- (x) Alteration or extension to protective and control equipment and associated secondary wiring which does not require:-
 - (a) access to chambers containing **High Voltage** conductors
 - (b) access for wiring, tools or implements through chambers containing **High Voltage** conductors
 - (c) approach within **Safety Distance** of exposed **High Voltage** conductors
 - (d) drilling, or removal of fixings, of metal covers enclosing **High Voltage** conductors.