



**To:** All Operational Colleagues and Service Partner  
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## Avoiding danger when accessing substations

A recent near miss has highlighted the need to be vigilant when accessing substations and to carry out a suitable risk assessment to avoid danger.

A colleague entered a substation to undertake high voltage switching associated with a routine pre-planned outage. The colleague carried out standard pre switching routines and the outage was delivered without issue.

On completion of work, the colleague realised that a mobile phone had been left behind in the substation so returned to retrieve it.



On re-entering the substation, he noticed that an 11kV busbar end cap was detached from the switch gear resulting in exposed live 11kV busbars. This is thought to be a result from an auto reclose operation on the associated high voltage circuit approximately one month earlier.

The live exposed 11kV busbars were not in the immediate vicinity of the switch that he operated and fortunately no injuries were sustained.



### What you need to do

- Be aware that substations can present unpredictable circumstances.
- Take personal responsibility to risk assess the environment you access.
- Exercise caution and use your senses to avoid danger when entering a substation.
- Plan enough time to carry out a suitable risk assessment.
- Report any Suspect or Distressed Apparatus to the Control Engineer (OPM OA2.1 and OA2.2).