

# PANEL OF INQUIRY

## ScottishPower *Express*

Reference no.: EXP-14-083

Date: 08/05/2015



## Learning points from Craigieburn Farm POI

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#### Work at pole mounted transformer fuses

When work is to be carried out on an LV network supplied from a pole mounted transformer, it is not necessary to inform the HV Distribution Control Person (DCP) that LV fuses have been removed. However, the Incident Controller must be made aware of any customers going off supply; LV switching shall be recorded in accordance with [MSP 1.8](#). When the LV fuses are to be removed for isolation in connection with work on the HV system, then this shall only be done following an instruction from the DCP or Field Control Person (FCP). To operate the fuses the minimum authorisation is OP-2, L 21 (pole mounted fuses/links) or L-26 (pole mounted apparatus) at LV.



Example of bypassed LV fuse: this shall NEVER be done

An LV fuse unit shall not under any circumstances be by-passed using binding wire or any other similar form of conductor, whether the fuse unit is Live or has been made not Live.

[WL 1.24](#) is the Live Working procedure for replacing and repositioning LV pole fuse units; if Live work cannot be justified, the work shall be done under shutdown conditions.

#### Generator connection

When generators are to be installed in connection with work on the HV system, this shall only be done at the instruction of the DCP (or FCP). A Point of Isolation shall be created between the point of work on the HV System and the point of connection of the generator.



Generators shall not be connected to the HV or LV Network when a Safety Document is in force. If the connection of a generator to the Network is required following the issue of a Safety Document, the Safety Document shall be cancelled and a new document issued following the connection of the generator and the establishment of a point of isolation.

When generators are connected to the LV system under Field Control, the FCP shall inform the DCP as soon as reasonably practicable following the connection; the time supplies were restored via the generator shall be provided.

When the FCP hands control back to the DCP, he shall inform the DCP of the current state of the system including any generators installed and related LV points of isolation.

Energy Networks staff require P30.1 authorisation to install generators. As 'P' authorisations are not issued to contractors, the contractor's management shall ensure their operators are competent to operate the generator being connected. The person physically connecting the generator to the System is required to hold the appropriate OP, WI or WL authorisation categories.



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#### System hazards and defects

System Hazards and defects shall be reported using a Hazard Report form. When a **Category "I" hazard** has been identified, a suitable person shall remain on-site until rectification or adequate risk reduction work has been undertaken.

Where the hazard or defect affects the operation or integrity of the HV system, such as a bypassed LV pole mounted fuse as described above, the DCP shall be informed so an annotation can be applied to the PowerOn system diagram.

When information is reported to the Incident Controller, the information shall be sufficiently detailed and accurate to allow District Management to prioritise repairs based upon potential safety related risks.



#### Recommendations and action points

- Never bypass LV fuses.
- Only do work on the system that you have been trained for and are authorised to carry out.
- Ensure you understand the limitations of your authorisation.
- Ensure the DCP or FCP is aware of any generators being installed in connection with work on the HV network.
- Do not leave an "I" hazard unattended.
- Managers and Team Leaders to brief staff, that may be involved in this type of work, on the contents of this express.

**This Express has been issued to provide additional learning points from the incident, if not done already, please ensure your teams are aware of the initial learning points raised in POI Express [EXP-14-081](#)**