



Introduction of Permit to Dig Process for works within our Substation Sites

WHAT HAPPENED?

There have been a number of incidents involving services strikes over the past year within our substations, with two incidents involving a strike of a live HV cable. Following ICAM reviews of these two incidents Transpower will be introducing a Permit to Dig process for any activities that disturb the ground. This process will be introduced over the next month with the intention of being fully in place by 31/05/2016.

The process will leverage off the existing beforeUdig (www.beforeudig.co.nz) service Transpower has in place for our cable assets external to our substations. See existing guidance around this process in 'Working Safely Around Transpower's Underground Networks' (<https://www.transpower.co.nz/resources/underground-cable-safety-guidelines>)



IMMEDIATE ACTION REQUESTED TO BE TAKEN BY ALL SERVICE PROVIDERS

- Any contractor undertaking works on a Transpower site currently that includes a requirement to disturb the ground are required to review the planning of the works to date and ensure that they are following safe systems of work for the activity. These are detailed in the below link to MBEs 'Guide for Safety with Underground Services'. Any works that are not compliant must be reviewed, in conjunction with the Transpower Service Delivery Manager for the particular site, and not continued until best practices are followed.
- All Service Providers are requested to provide a list of all substation works that disturb the ground to Transpower that are currently occurring, or planned to commence before the end May. This list should be compiled and sent to the designated individual below, by the Service Provider Relationship Manager by Friday 29th April.

LEARNINGS

- In recent services incidents the safe systems for work, documented in the MBEs 'Guide for Safety with Underground Services' (<http://www.business.govt.nz/worksafe/information-guidance/all-guidance-items/underground-services-guide-for-safety-with/underground.pdf>), have not been followed.
- Insufficient hazard assessments and a lack of control over ground penetration activities has also been identified as an issue.



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