



Relay Room Door Left Unsecured Overnight

WHAT HAPPENED?

A new relay room side door (accessible to the public) was not fully closed and locked after being used to bring test equipment into the relay room. The door was left ajar, resting on the lock mechanism. The Technician subsequently left the substation via the main entrance door and set the security system (which armed normally). The door remained in this unsecure position overnight until discovered the following day.

ROOT CAUSES

- The new security system door sensor had been positioned at the hinge end of the door (position 1) rather than at the other end (position 2). With the door ajar the security system was still able to be set.
- All external substation doors and gates must be kept fully closed and locked at all times unless the door is being manned.



LEARNINGS

- All external doors must be either manned when in use or fully shut and locked at all times.
- Check all external door installations for correct location of security system sensors (they should be positioned at the non hinge end of the door).
- During security system maintenance check door sensors do not indicate closed if the door is slightly ajar.

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