

LIVE WORK POLICY

O'Donnell Griffin's Management is committed to providing a safe working environment through our safe work practices. **O'Donnell Griffin has a strict policy of "no live work"**. Live work means electrical work performed in circumstances in which some or all of the electrical installation or equipment being the subject of the electrical work is energised at voltages above Extra Low Voltage. Extra Low Voltage means an operating voltage not exceeding 50 V a.c. or 120 V D.C. ripple free.

The only exception to the above is for diagnostic (fault finding) purpose, where the correct equipment and PPE is being used.

The Electrical Regulations Act and its amendments recognise that there are a limited number of circumstances in which there may be a need to perform 'live work'. This policy has been designed to cover any such situations which may arise. It is important to note that generally live work cannot be justified. Commercial inconvenience or additional costs are **not** justifiable reasons for instigating live work.

The following mandatory control measures must be fully and consistently applied should live work need to be undertaken:-

- A Live Work Permit is required (except where diagnostic work is being carried out);*
- A written risk assessment and complete Job Safety Analysis will be completed;*
- Written authorisation from the person in control of the electrical equipment will be obtained;*
- Electrical workers undertaking any such work must be competent, confident, appropriately qualified, certified and trained;*
- Appropriate testing equipment that has been properly maintained and tested will be supplied;*
- Appropriate clothing and personal protective equipment will be supplied and used;*
- A safety observer who is competent to help with the electrical work, to rescue the person/s performing the live work and whose competence in this rescue has been assessed within the last six months will constantly supervise and monitor the work being performed for the entire duration of the work;*
- Work is not to be performed at any time without the presence and supervision of the safety observer;*
- Work may be stopped by the safety observer at any time, should the safety observer deem it to be unsafe or dangerous to continue;*
- A signed authority from a O'Donnell Griffin Manager must be obtained prior to the commencement of work.*

Live work must always be performed by a minimum of two workers – an electrical worker and a safety observer. However, the requirement for a safety observer whilst diagnostic (fault finding) is happening will be determined on an individual risk assessment basis.

Irrespective of all statements made herein, any and all Live Work is to be performed in accordance with the Electrical Regulations Act and its amendments.

This signed statement of policy will be displayed at all work locations and in all electrical safety manuals. It confirms our personal commitment to making every licensed electrical worker safe when working with electricity. My signature records my personal commitment to implementing the requirements of this policy.



Keith Blind
Chief Executive

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