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|  | **Emergency Live Work Assessment Form** | **F-E-01** |

**Important Note: NO live work will be carried out with the exception of:**

* **The sites electrical supervisor must approve and co sign this form (the reason for this is that some sites do not allow this form of testing)**
* Testing or faultfinding, and then ONLY when no other reasonable alternative is possible; or
* An EMERGENCY when after a written risk assessment has been completed, it is determined the risk of personal injury or loss of life is greater than the risk of de-energising.

This form must be fully completed and signed by all parties before live work is carried out where the risk considered to be acceptable for fault finding or testing, and at all times in cases of emergency.

**Reason for Live Work.**

Live work is authorised due to the following circumstance: (At least two of these conditions exist in table 1):

**Table One**

|  |  |
| --- | --- |
| **Nature of Circumstance** | **Yes/No**  **(Circle)** |
| An EMERGENCY situation exists when after a written risk assessment has been completed, it is determined the risk of personal injury or loss of life is greater than the risk of de-energising | Yes / No |
| A supply of electricity is necessary to perform the electrical work and there is no reasonable alternative to performing the electrical work when the source is isolated. | Yes / No |
| The work is testing or faultfinding, and no other reasonable alternative is possible with an isolated circuit | Yes / No |

**Live Work Checklist**

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| **CONDITION** | **COMPLETED**  **(Initial)** |
| A written risk assessment has been completed |  |
| Identified control measures have been implemented. |  |
| Electrical workers with the appropriate training and competency have been assigned to the work |  |
| Testing instruments are in -test and suitable for the work. |  |
| Appropriate PPE is being used. |  |
| Appropriate clothing is being worn. |  |
| The isolation point for the live equipment has been identified and can be reached without climbing over obstacles. |  |
| The work site is clear of obstructions |  |
| A safety observer with current training is present if required. |  |
| First aid facilities as appropriate are provided |  |
| Evacuation lighting provided if insufficient natural light |  |
| Fire-fighting equipment that is suitable for electrical fires accessible. |  |
| Live conductors insulated where necessary to prevent inadvertent contact or flashovers. |  |
| Key people informed that the electrical worker is about to work live, such as the employer and the person in control |  |

Position of isolation location:

Electrical Worker in Charge: Signature: Date:

Site Electrical Supervisor: Signature: Date: