

When working with either mechanical, electrical or both you need to remember that they have different dangers. To ensure you remain safe, you **MUST** adhere to the following at all times:

Competent Persons Responsibilities

- Ignorance of the Rules is **NO** excuse.
- **NEVER** exceed your authorisation level.
- Ensure you understand the scope of work you are being asked to undertake.
- Ensure all relevant operational manuals are present and referred to during works.
- Always comply with verbal Instructions.
- Use safe working methods.
- Always ensure all safety documents (permits) are in place before starting work.
- Ensure operational 'isolation' has been established before starting work.
- Verify absence of pressure before opening pipe-work.
- Isolated equipment cannot rotate.
- Exposed wires/cables are dead.
- Labels on equipment are correct.
- The permit recipient **MUST** ensure all members of the working party are formally communicated with on the contents of the permit in accordance with the electrical / mechanical safety rules.
- You **MUST** retain the permit at all times.
- The permit recipient is responsible for the work activity and **MUST** be present while the work is in progress and is in control of other Competent Persons.



IF UNSURE STOP AND SEEK ADVICE

Faulty Electrical and Mechanical equipment can pose great danger to you and others, points to remember:

Remember

- Are you trained, competent and confident in all aspects of the task in hand?
- Are you authorised by Telecom Division and the client (where required) to carry out all associated work activities.
- Work on private electrical systems shall be carried out **DEAD** – systems may need to be live for testing purposes, only specifically trained and Competent Persons shall carry out live work.
- Authorisation is only valid if you hold a Telecom Division authorisation certificate of competency – in date!



NEVER Make Assumptions! And **NEVER** Assume

- Exposed wires / cables are **DEAD**.
- Isolated equipment is **DEAD**.
- Underground cables are located where plans show them to be.
- Labels on equipment are correct.
- Isolated equipment cannot rotate.
- Verify absence of pressure before opening pipe-work.

Safe Systems for Work

- Always review risk assessments and method statements (RAMS) to cover the full extent of work.
- Always obtain a permit (to work / test and or an electrical / mechanical isolation permit) on isolated systems.
- Always discuss the full level of isolation required with the Senior / Authorised Person in charge.
- Always consider stored energy and pressurised systems as this can still pose a danger, until they are fully discharged.
- Always lock off isolation points and apply approved operational tags.