

Instructions

Instructions for the Safety Supervisor in case of Live Work

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1 Governing policy and legislation

These Instructions for the Safety Supervisor HV in case of Live Work are subordinate to [policy sikkerhet](#) (Safety Policy). They are a supplement to, and superceded by [FSE 2006](#) (Safety regulations related to the maintenance and operation of electrical installations) which is pursuant to the "[Lov om tilsyn med elektriske anlegg og elektrisk utstyr](#)" (Act relating to the Inspection of Electrical Installations and Electrical Equipment).

2 Purpose and validity

The purpose of these Instructions is to ensure a high level of electrical safety during work on or in the vicinity of Statnett electrical installations and during their operation, by requiring adequate planning of all activities and the implementation of necessary safety measures to avoid any threat to life, health, or property.

This set of Instructions applies to all high voltage installations where Statnett has operational responsibility.

3 Intended audience

All Statnett and external employees who are authorised Safety Supervisor HV on electrical installations where Statnett has operational responsibility.

4 Definitions

Switching Supervisor: Person appointed to have responsibility for ensuring that all necessary switching operations in high voltage installations are conducted safely.

Safety Supervisor HV (high voltage): Person appointed to have responsibility for the electrical safety at the worksite.

Operations Manager HV (high voltage): Person appointed by the owner/manager to carry out and be responsible for the ongoing management and maintenance of the electrical installations.

5 Safety Supervisor HV for live working

5.1 This set of instructions applies to the function of Safety Supervisor HV for live working on 132, 300 and 420 kV installations where Statnett has operational responsibility.

5.1.1 Live working is only permitted if detailed work procedures describing the planned operations have been prepared in advance. These work procedures must be approved by the Operations Manager. The Safety Supervisor HV and all team members must have received necessary training.

5.2 Safety in connection with live working is the responsibility of the person appointed to Safety Supervisor HV.
The Safety Supervisor HV must always lead the work and ensure that the work is conducted in a safe manner.

5.2.1 Before work may commence, the Safety Supervisor HV shall:

- Participate in the planning meeting for the job.
- Acquire a detailed understanding of the work order, work procedure and planned safety procedures for the job.
- Ensure that all members of the work team have received detailed instruction, have the necessary theoretical and practical training to carry out the planned work tasks, and that they understand what equipment is to be used.
- Check that work conditions at the work site are satisfactory and without faults that could affect safety in any way. Clarify any uncertainties and, if necessary, initiate further safety precautions, in addition to those that were planned.
- Accept the role of Safety Supervisor HV by spoken appointment from the Switching Supervisor.

5.2.2 The Safety Supervisor HV shall ensure that work does not start:

- if weather conditions are unsuitable for the equipment being used, or if such conditions are likely.
- when weather conditions significantly reduce the possibility of conducting the work safely (rain, fog, wind or cold).

5.2.3 The Safety Supervisor HV must ensure that work is not conducted if there is lightning or thunder.

5.3 During work, the Safety Supervisor HV shall:

- Be present while work is being carried out, lead and oversee the work both in terms of safety and as team foreman.
- Conduct the work in accordance with the applicable instructions.
- Ensure safety is maintained throughout the job.
- Stop the work if any situation arises that could affect safety in any way.
- Notify the Switching Supervisor if work is stopped and clarify the reason.
- Not restart work before permission has been given by the Switching Supervisor.

5.4 At the end of the day, the Safety Supervisor HV shall:

- check that all equipment has been cleared away from the installation and that all personnel are on the ground. If equipment is left on the installation, the relevant pylon must be marked with warning tape before the site is left.
- dismantle all temporary safety measures at the work site
- unless otherwise instructed, a sparkgap may be left overnight.
- notify the Switching Supervisor that work has been stopped for the day.

5.5 When work has stopped, the Safety Supervisor HV shall:

- dismantle all safety measures.
- notify the Switching Supervisor that live working has stopped.

6 Abstinence from intoxicants

The person appointed as Safety Supervisor HV must agree to refrain from consuming alcohol or other intoxicants during the 8 hours prior to starting work.

7 Confirmation of compliance

The responsibility for checking compliance with instructions lies with the document holder and approving body.

The position of Operations Manager HV includes authority to draw up and approve work procedures, guidelines and instructions in areas covered by electrical safety in accordance with [policy sikkerhet](#) (Safety Policy – Norwegian document only).

8 Enclosures and references

References:

- [Policy sikkerhet](#) (Safety Policy – Norwegian document only) (SDOK-856-6)
- [Instructions for the Safety Supervisor HV](#) (SDOK-515-55)
- [Instructions for the Switching Supervisor](#) (SDOK-515-54)
- [Instruks for planlegging av arbeid i elektriske anlegg](#) (Instructions for planning of work in electrical installations – Norwegian document only) (SDOK-515-36)
- [Electrical safety procedural works](#) (SDOK-515-73)
- [Safety regulations related to the maintenance and operation of electrical installations](#) (FSE 2006) (www.dsb.no)
- [Lov om tilsyn med elektriske anlegg og elektrisk utstyr](#) (Act relating to the Inspection of Electrical Installations and Electrical Equipment – only in Norwegian) (www.lovdatab.no)

9 Version log

Valid as of	Revision classification (New/Updated/Vocabulary/None)	Description of important changes
01.01.2023	Updated	Changed reference from Functional Policy Electrical Safety to Safety Policy. Changed reference from separately procedures to procedural works.

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