



SANCTION FOR WORK ON or NEAR LIVE ELECTRICAL EQUIPMENT

ORIGINAL (Page 1 of 3)

For Voltages not exceeding 500V ac rms or DC nominal unless Local Rules apply

Complete precisely and legibly in BLOCK CAPITALS using BLACK or BLUE ink

PART 1: ISSUE - To be completed by the Authorised Person (Electrical)

To: Employed by:

Accompanying Safety Person: Employed by:

This Sanction for Work on or near Live Electrical Equipment is issued in accordance with the Rules and Procedures set out in STFC Safety Code 34 (Electrical Safety)

Location of equipment

Equipment to be worked
on or near

Operating Voltage V A.C. ☐* D.C. ☐*

Details of other safety
procedures or documents
that relate to the proposed
work

Details of work to be
undertaken

Protective equipment to be
provided

Further precautions to be
taken

Work on or near Live Equipment
Signs are displayed on

Electrical Equipment Warning
Signs are displayed on

* Tick box as appropriate

I hereby declare that:

- 1) It is reasonable in all circumstances for the prospective Person in Charge to be at work on or near the Equipment whilst it is live; **and**
- 2) Suitable precautions have been specified (including, where necessary, the provision of suitable Protective Equipment) to be taken to prevent injury.

Signed: (Authorised Person) Print Name:

Contact Tel. No. Date:/...../..... Time::

To be completed by the Authorising Engineer (Electrical)

I declare that it is unreasonable in all circumstances for the equipment specified above to be dead; **and** it is reasonable in all circumstances for the prospective Person in Charge to be at work on or near the equipment whilst it is live; **and** suitable precautions (including, where necessary, the provision of suitable protective equipment) have been taken to prevent danger; **and** I hereby give permission for the specified work to proceed.

Signed: (Authorising Engineer) Print Name:

Contact Tel. No. Date:/...../..... Time::

THIS SANCTION IS NOT VALID UNTIL ALL SECTIONS OF PARTS 1 AND 2 ARE SIGNED



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DUPLICATE (Page 1 of 3)

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To: Employed by:

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Operating Voltage V A.C. ☐* D.C. ☐*

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Details of work to be
undertaken

Protective equipment to be
provided

Further precautions to be
taken

Work on or near Live Equipment
Signs are displayed on

Electrical Equipment Warning
Signs are displayed on

* Tick box as appropriate

I hereby declare that:

- 1) It is reasonable in all circumstances for the prospective Person in Charge to be at work on or near the Equipment whilst it is live; **and**
- 2) Suitable precautions have been specified (including, where necessary, the provision of suitable Protective Equipment) to be taken to prevent injury.

Signed: (Authorised Person) Print Name:

Contact Tel. No. Date:/...../..... Time::

To be completed by the Authorising Engineer (Electrical)

I declare that it is unreasonable in all circumstances for the equipment specified above to be dead; **and** it is reasonable in all circumstances for the prospective Person in Charge to be at work on or near the equipment whilst it is live; **and** suitable precautions (including, where necessary, the provision of suitable protective equipment) have been taken to prevent danger; **and** I hereby give permission for the specified work to proceed.

Signed: (Authorising Engineer) Print Name:

Contact Tel. No. Date:/...../..... Time::

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SANCTION FOR WORK ON or NEAR LIVE ELECTRICAL EQUIPMENT

ORIGINAL (Page 2 of 3)

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PART 2: RECEIPT - To be completed by the prospective Person in Charge

- 1) I acknowledge receipt of this Sanction for Work on or near Live Electrical Equipment and accept the responsibility of personally undertaking the defined work.
- 2) The equipment to be worked on or near has been physically identified to me.
- 3) I will only work whilst the Accompanying Safety Person, identified below, is present at the point of work, and will follow the safety precautions specified in Part 1 of this Sanction to Work on or near Live Electrical Equipment.
- 4) I have examined the Protective Equipment listed in Part 1, and I am satisfied with its condition and will use it whilst undertaking the work.
- 5) I will not attempt to carry out any work not listed in Part 1 of this Sanction to Work on or near Live Electrical Equipment.
- 6) If the Accompanying Safety Person or I have to leave the place of work temporarily, I will suspend the work and ensure suitable safety measures are taken, in particular, the prevention of access to live conductors, until the work is resumed on the return of both the Accompanying Safety Person and myself.
- 7) I will retain this Sanction for Work on or near Live Electrical Equipment whilst the work described in Part 1 is in progress, and will return it to the Authorised Person when the work is satisfactorily completed or stopped and made safe.

Signed: (Person in Charge)

Print Name:

Contact Tel. No.

Date:/...../.....

Time::.....

ALL ACCESS KEYS MUST BE RETURNED AT THE END OF EACH WORKING DAY

To be completed by the nominated Accompanying Safety Person

- 1) I acknowledge that I have been instructed to keep watch during the work detailed in Part 1.
- 2) I have sufficient knowledge of the system to recognise danger.
- 3) In the event of an accident I have been shown how to disconnect the equipment, apply first-aid, and summon help.
- 4) If I have to leave the place of work temporarily I shall advise the Person in Charge who will ensure all work is suspended and that adequate safety measures are taken until my return.

Signed: (Accompanying Safety Person)

Print Name:

Contact Tel. No.

Date:/...../.....

Time::.....



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- 2) The equipment to be worked on or near has been physically identified to me.
- 3) I will only work whilst the Accompanying Safety Person, identified below, is present at the point of work, and will follow the safety precautions specified in Part 1 of this Sanction to Work on or near Live Electrical Equipment.
- 4) I have examined the Protective Equipment listed in Part 1, and I am satisfied with its condition and will use it whilst undertaking the work.
- 5) I will not attempt to carry out any work not listed in Part 1 of this Sanction to Work on or near Live Electrical Equipment.
- 6) If the Accompanying Safety Person or I have to leave the place of work temporarily, I will suspend the work and ensure suitable safety measures are taken, in particular, the prevention of access to live conductors, until the work is resumed on the return of both the Accompanying Safety Person and myself.
- 7) I will retain this Sanction for Work on or near Live Electrical Equipment whilst the work described in Part 1 is in progress, and will return it to the Authorised Person when the work is satisfactorily completed or stopped and made safe.

Signed: (Person in Charge)

Print Name:

Contact Tel. No.

Date:/...../.....

Time::.....

ALL ACCESS KEYS MUST BE RETURNED AT THE END OF EACH WORKING DAY

To be completed by the nominated Accompanying Safety Person

- 1) I acknowledge that I have been instructed to keep watch during the work detailed in Part 1.
- 2) I have sufficient knowledge of the system to recognise danger.
- 3) In the event of an accident I have been shown how to disconnect the equipment, apply first-aid, and summon help.
- 4) If I have to leave the place of work temporarily I shall advise the Person in Charge who will ensure all work is suspended and that adequate safety measures are taken until my return.

Signed: (Accompanying Safety Person)

Print Name:

Contact Tel. No.

Date:/...../.....

Time::.....



SANCTION FOR WORK ON or NEAR LIVE ELECTRICAL EQUIPMENT

(Page 3 of 3)

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PART 3: CLEARANCE - To be completed by the Person in Charge

- 1)* I hereby declare that the work described in Part 1 of this Sanction for Work on or near Live Electrical Equipment has been either:
- a) Satisfactorily completed and that all persons, tools, and instruments under my control have been accounted for and withdrawn.
 - b) Stopped for the reasons given below, and that all persons, tools, and instruments under my control have been accounted for and withdrawn, and that the equipment has been made safe.
- 2) I have warned all persons under my charge that it is no longer permissible to carry out work on the equipment.

* Tick box as appropriate

Reason for stopping work.....
and action taken (where.....
applicable)

Signed: (Person in Charge)

Date:/...../.....

Print Name:

Time::.....

PART 4: CANCELLATION - To be completed by the Authorised Person (Electrical)

- 1)* I confirm that the work described in Part 1 of this Sanction has been either:
- a) Satisfactorily completed
 - b) Stopped and made safe.
- 2) The Original sheets of Part 1 and 2 of this Sanction has been returned to me and destroyed.
- 3) All warning Signs detailed in Part 1 have been removed.
- 4) This Sanction is cancelled.

* Tick box as appropriate

Comments (if applicable):

Signed: (Authorised Person)

Date:/...../.....

Print Name:

Time::.....