

Approved by (department acronym, name) QF Dick Eriksson Issued by (department acronym name phone) Mats Blomberg 070-288 48 94 Document type INSTRUCTION Title Electrical responsibility File name 179-ELS-0002-Electrical_responsibility.doc Date Info class 2011-11-04 External Issue Page 1 (3)

For information (department acronvm name)

To (department acronym name)

Electrical responsibility

Electrical responsibility

Responsibility is divided into personal zones, Personal safety, Electrical authorization, Electrical installation responsibilities and Connection responsibilities

Personal safety responsibility

Is held by the line manager. Always includes work environment- and personal safety.

Nearest manager is also responsible for:

- Competence i.e. education, experience
- Suitability i.e. right person for the right task
- Repeat courses
- Knowledge about acts and rules
- Usage of correct tools and responsibility for shared tools, if no one is designated
- Designate nominated person in control of a work activity (along with nominated person in control of an electrical installation)
- That unauthorized electrical installations are carried out correctly

Electrical jurisdiction (all person's)

Is responsible for:

- Authorized installations being correctly performed
- Commissioning of electric work performed by own professionals

Work

Control

No work

Nominated person in control of an electrical installation

(According to EN 50 110-1)

Electrical installation manager (all person s) according to Swedish ESA

Are responsible for:

- The safety of the facility
- Inspections being performed
- Periodic inspections being performed
- Warning and identification signs
- Current documentation exists
- Keys to restricted areas
- Commissioning of the entrepreneurs electrical installation on our facility



Approved by (department acronym, name) QF Dick Eriksson Issued by (department acronym name phone) Mats Blomberg 070-288 48 94 Document type
INSTRUCTION
Title
Electrical responsibility
File name
179-ELS-0002-Electrical_responsibility.doc
Date
2011-11-04
Issue
Page
1
2(3)

Connection manager (all person 's)

Is responsible for:

- Contractors work
- Major connection's on the facility

Personal responsibilities

Own responsibility i.e. the personnel's own responsibility:

- Use assigned safety equipments and tools in intended manner
- Care for their own tools
- Check tools before use
- Follow rules and regulations
- Report defects (incidents)

The responsibility for nominated person's in control of a work activity.

- Check the risks and determine working method (risk assessment)
- Check the workers qualifications
- Inform others about risks, and how they are avoided (risk management)
- Separate the workplace and do risk analysis with nearest manager
- If necessary shield live parts and work safely
- Be present at the work place so long as electrical hazard occurs
- Receive verification (bigger jobs)
- Obstruct i.e. disconnect, lock and apply signpost (smaller jobs)
- Give order to start work
- Check that everybody is finished
- Inform everybody before commissioning
- Hand over verification

Definitions

An **electrical installation** transports or produces electrical energy, for example wiring, electrical switchboards, junction boxes, transformers, reserve power units etc.

A device consumes electrical energy, i.e. machinery.

Work tasks

Authorized, competent demanding tasks:

Work that has to performed by electrical jurisdiction, or professional, under supervision of electrical jurisdiction

- Construction, alteration or repair of an installation
- Installation or disconnection of installed machinery or device



Approved by (department acronym, name) QF Dick Eriksson Issued by (department acronym name phone) Mats Blomberg 070-288 48 94 Document type INSTRUCTION Title Electrical responsibility File name 179-ELS-0002-Electrical_responsibility.doc Date Info class 2011-11-04 External Issue Page 1 3(3)

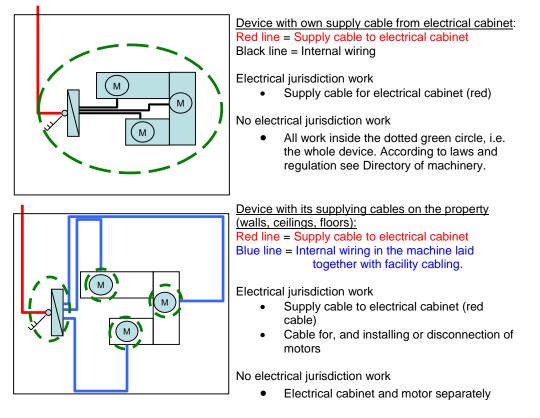
Unauthorized:

Work that can be performed without demands for electrical jurisdiction

- Exchange switches and plugs for max. 16A, 400V whom is a part of a permanently installed facility.
- Installation and exchanging of luminaries in dry, not flammable spaces.
- Temporary disconnection or installation of machinery, devices, utility or others in a laboratory or similar, for education, testing, experiments or control.

Examples on electrical work demanding electrical jurisdiction respective not demanding.

Both is on the same type of machinery at the same place, the difference is the type of wiring practice.



When we install internal wiring together with facility cabling, more of the work is being electrical jurisdiction.