



Fact Sheet – HV Maintenance & Emergency Support

This fact sheet is designed to assist in compliance with the Health and Safety at Work Act 1974, The Management of Health and Safety at Work Regulations 1999 and The Electricity at Work Regulations 1989. Further and more in depth guidance can be obtained from the HSE's guidance leaflet "Electrical Switchgear and Safety" ISBN 0 7176 2187 1.

The organisation responsible for a high voltage system must ensure that:

- An appropriate management system is implemented.
- Keeping of records, including network diagrams, equipment schedules/asset registers and inspection & maintenance reports.
- Details of operational restrictions are available (SOPS).
- Recording of any switchgear mods carried out.
- Policies and procedures are developed & implemented.
- Safety Rules and Safety Documents are adhered to and used.
- Persons operating & working on the high voltage system are suitable competent and authorised to do so.
- The equipment is regularly inspected and maintained.

Compliance:

In practice many organisations find it difficult to comply with their responsibilities by relying solely on in house staff; the knowledge required is technical and specialist in nature. It is for these reasons that EME Power Systems have developed a bespoke HV service contract that is designed to comply with the legal obligations and to cater for the on-going requirements of the business and the networks for which you are responsible.

Our service system comprises of 3 components:

"Set Up":

As the name suggests this is the first aspect that we undertake when you decide to initiate a service system. An EME Power Systems engineer will after an initial assessment of your site produce network drawings, a register of the HV assets and a 5 year programme of inspections & maintenance that is tailored to your site's equipment. Our engineer will also check that your existing substation signage is adequate and that switchgear locks are fitted.

“Annual Maintenance Requirements”:

Here we spell out precisely what work is required year by year for the next 5 years; the requirements will depend on the type and age of your equipment but will usually be a mix of full intrusive maintenance and inspection works. If you do not have any previous records of inspection works we will also undertake PCB testing of transformer oils at this point.

If our initial site assessment has noted any issues that require immediate attention, or that consumable items such as transformer breathers require replacement then these issues will also be addressed at this stage.

The works will be carried out by competent and authorised staff all of whom are extremely experienced in carrying out this type of work. Our Senior Authorised Persons (SAPS) are informed on the key issue of operational restrictions (SOPS) and the affected switchgear types and models.

These works will be carried out in full compliance with the Distribution Safety Rules; issuance of appropriate safety documents being an integral part of this safe system of work.

Upon completion a set of inspection and maintenance records will be filed on our server for future reference & a copy forwarded to you for your own records. Any recommendations for incorporation into your future site policies and procedures will be highlighted to you at this stage.

“Customer Support”:

At EME Power Systems we understand that continuity of electricity supply is a business fundamental and that power failure means that the business cannot operate. The final element to our service contract therefore is to provide an emergency cover for both inside & outside of normal working hours. Our 24 hour / 365days a year cover provides peace of mind that when the lights go out you can have confidence that a professional engineer is working on a solution from the moment the call is received.