ENERGIZED/LIVE ELECTRICAL SYSTEMS START WORK CHECK

National Energy
CORPORATION OF TRINIDAD AND TOBAGO

WHEN TO COMPLETE – Before the start of any ENERGIZED/LIVE ELECTRICAL SYSTEMS activities			
Confirm each control / safeguard below before starting works	**Guidance for confirming each control/safeguard**	**Person(s) Performing Work**	**Start Work Verifier**
I HAVE CONFIRMED:			
(1) The authorized work scope has been reviewed and agreed to	• Review work scope per the approved work permit • Discuss stop work considerations if work situation changes		
(2) Circuit/equipment to be worked on is the one identified in the plan	• Equipment to be worked on is correct using tag numbers or cable markings		
(3) Personnel are wearing PPE rated for: • **The electrical hazard** • **The electrical voltage prior to entering any access restricted area**	• Crew has knowledge of electrical hazards (e.g. voltage, single phase/three phase, and arc flash) • Personnel are wearing PPE rated for electrical voltage (e.g. arc flash) prior to entering the restricted approach boundary and it has been inspected and is free from damage		
(4) Restricted access zones have been barricaded	• Restrict access to defined areas according to company policy and/or applicable regulatory requirements (e.g. NFPA 70E) • Barriers are in place to limit access to the work area • The work area is monitored to prevent unauthorized access		
(5) An electrical standby person is in place during work activities. **If an electrical standby is not required, continue to the next step**	• Dedicated electrical person(s) is present at the work area according to company policy and/or applicable regulatory requirements (e.g. NFPA 70E) and their responsibilities include: - Monitor personnel entering the restricted area - Monitor the area for changing conditions - Initiate the emergency rescue response if needed		
(6) Communication plan with the electrical standby person has been agreed to	• A communication plan has been discussed with qualified electricians • Communication plan has been agreed to and tested with the work crew - Stop work signals - How to initiate emergency response		
(7) The insulated tools and testing equipment are: • **Certified** • **Inspected** • **Free from damage** • **Rated for the task**	• Insulating materials such as rubber matting or screening are in place • Only insulated tools that have been rated/certified for the equipment's maximum voltage are used • Conduct a voltage function test prior to using testing equipment		
(8) An emergency response plan is in place and is ready to be used	• All emergency equipment required by the plan are at the worksite (e.g. electrical safety hooks insulated gloves, extinguisher for electrical fire etc) • Methods of communication have been discussed with the electrical standby person and rescue team • Rescue equipment is at the job site • The rescue team: - Is available - Is aware of specific hazards related to this task - Can execute the rescue plan		

Confirm these controls/safeguards are in place and verified prior to starting work. Stop and seek help if anything changes.			
	Printed Name & Role	**Signature**	**Date**
Start Work Verifier