

Working with Electricity

Safety@Optus – Hazard Standard



What you need to know

The dangers of electricity are well known. That's why, if you are a Supplier to Optus, you must have sound risk management processes when working with or around electricity and electrical devices and products. When performing work for Optus, there are many different types of scenarios or workplaces that electrical work / installations may be undertaken : some EG: but not limited to

- Optus Facilities – Racks / battery rooms / UPS – cable trays – circuit / power boards etc
- Construction sites – above & underground power cables – temporary power boxes etc
- Network infrastructure sites – power poles – Pits – manholes – roadside cabinets – etc
- Customer premises – internal residential wiring – lead ins cables – power boards etc

Legal Responsibilities

At times, electrical work and electrical devices may have non- negotiable legislated minimum quality standards that completed work or products must meet or comply with.

It is the responsibility of any company / PCBU with management or control over electrical works or equipment that they must ensure, the equipment is safe to use, and any installation meets the relevant standards. This includes the use of engineered PPE, safety switches, test & tagging, insulation ratings, service separations, worker licencing etc

When equipment is shared by multiple PCBUs (such as at a construction site) the PCBU must ensure that prior to use by any of its workers / subcontractors etc, the equipment is safe to use. This duty applies regardless of whether the PCBU owns or supplied the electrical equipment. "If it looks unsafe, it probably is"

What is regarded as electrical Work

The Commonwealth WHS Regulations 2011, defines Electrical work as :

- (a) connecting electricity supply wiring to electrical equipment or disconnecting electricity supply wiring from electrical equipment; or
- (a) installing, removing, adding, testing, replacing, repairing, altering or maintaining electrical equipment or an electrical installation.

Electrical equipment means any apparatus, appliance, cable, conductor, fitting, insulator, material, meter or wire that:

- (a) is used for controlling, generating, supplying, transforming or transmitting electricity at a voltage greater than extra-low voltage; or
- (b) is operated by electricity at a voltage greater than extra-low voltage; or
- (c) is part of an electrical installation located in an area in which the atmosphere presents a risk to health and safety from fire or explosion; or
- (d) is, or is part of, an active impressed current cathodic protection system within the meaning of AS 2832.1:2004 (Cathodic protection of metals—Pipes and cables).

Electrical installation means a group of items of electrical equipment that:

- (a) are permanently electrically connected; and
- (b) can be supplied with electricity from the works of an electricity supply authority or from a generating source.



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Safety@Optus – Contractor Requirements



Australian Standards & Industry Codes

It is the responsibility of the Contractor to be aware of electrical licencing rules when working and have a documented process of "where applicable" how it meets the relevant Australian codes and standards for working with electricity or installing and decommissioning electrical devices and products

Use of this Standard

This Standard "at times" will need to be read and used in parallel with other WHS standards to ensure that all concurrent duty holders are aware of its WHS obligations and all legislative requirements are being met.

All necessary site safety documentation related to electrical works must be kept and submitted to Optus as part of the site final phase handover pack.

The requirements listed in this standard will be used by Optus as part of the contractor audit assurance framework to verify the management of the WHS contractual and legislative obligations

Contractor Requirements

1. The Supplier must have a process of risk assessment to identify any type of electrical hazards and the associated risks.
2. Where it is identified, the Supplier must have a process make all workers on site aware of the hazards and what the controls that are in place prior to the work commencing.
5. The control measures used to manage the different types of electrical hazards must be clearly be communicated and consulted to all workers for input, then documented on the site-specific SWMS and the project risk register if applicable to other sites.
5. Where applicable, the Residual Current Devices (RCDs) (also known as 'safety switches') to are to be used to protect workers using portable equipment as required by the WHS Regulations -
6. Where applicable, conduct inspections of works to ensure compliance with the control measures that have been put in place to ensure the safe systems of work are effective
7. A Supplier must be able to verify that any Emergency plans, entry and exit plans developed are by an appropriately trained certified personal and the site supervision of the tasks are performed by appropriately trained and where "certified electrically licenced personal "
8. The Supplier is to ensure that any Council or local authority permits that are required are on site and available upon request
9. There is to be accountable personal on site that can demonstrate the risk controls that are in place are fit for purpose and effective in preventing harm
10. The Supplier must have sound procedures for test, tag, lockout or isolation for any equipment and circuit boards etc. They must be clearly visible, filled out correctly and fitted to prevent removal except by the person who put it there. This procedure must be communicated & training must be done by all workers involved in performing these tasks