

Minimum Control Checklist - High Voltage Room Access

PART 1 – Minimum Controls Checklist details – Available on BSAFE

Work Order/Project #	
Name	
Contact Number	
Company	
Date & Time	

Minimum Controls Checklist (Open)

Location of Work	
Scope of Work	
HV equipment within the Work Area	
Confirm the following is in place:	<input type="checkbox"/> SWMS reviewed in consultation with work group <input type="checkbox"/> Work area cordoned off or barricaded/ warning signs in place <input type="checkbox"/> Emergency exits / muster points / contingency plans understood <input type="checkbox"/> All workers have current licenses/certificates of competency for the works <input type="checkbox"/> All workers inducted to the site and HV room hazards. <input type="checkbox"/> Communication devices in place (e.g two-way radio)

HV Room Entry Acknowledgement

Each person in the work group confirm that they;	<input type="checkbox"/> Have received information from the recipient on the activities to be carried out within a room containing live high voltage mains and apparatus. <input type="checkbox"/> Are aware of the danger of contacting or near approach to live mains and apparatus. <input type="checkbox"/> Are satisfied that they will have no difficulty in keeping clear of live mains and apparatus during the work. <input type="checkbox"/> Will not operate nor cause to operate the high voltage apparatus. <input type="checkbox"/> Are aware of the risks associated with proximity to live high voltage mains and apparatus. Will at all times be supervised by someone that is HV accredited.
BGIS has been notified of works occurring	<input type="checkbox"/> Yes List BGIS representative notified: _____
Name:	
Signature	
Date	