OP-FRM-0025 - Close Approach Consent Form

Operations | System Control

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Security Class: Public – Social Media

Consent Number	

1. Timeframes

Please submit this application 7 days prior to your planned start date to allow PowerNet to process the application. If during the processing of this application, the decision is made that PowerNet will need to turn power off to customers, then the process will take up to 1 month.

2. Contractor details

Note: *The information provided by the Applicant shall be used by PowerNet to approve the work and set the conditions that shall be met to allow the work to proceed under a PowerNet Close Approach Consent.*

Contractor Applicant Name:	Phone:	Email:	Position:
Work Site Contact Name:	Phone:	Email:	Position:

Application Date: / /	Approval required by date: / /

3. Location, work and equipment details (Exact address and / or adjacent PowerNet Asset numbers should be included in the information below). Failure to provide this detail will delay the processing of this application

Location of work:		
Work being carried out:		
Equipment likely to encroach MAD:		
Sketch/drawings/photos of work site provided	☐ Yes	☐ No

4. Timing of work (Note: Consent is only valid for a maximum of 30 working days. If the work is programmed to last longer, then a confirmation email, quoting the consent number will be required from the applicant confirming that the onsite risks have not changed. On receipt of this confirmation, PowerNet will review and extend consent for a further 30 days.)

From: (Date/Time): / / | :	To: (Date/Time): / / | :

5. Four types of Close Approach are available under this process. *(Complete by applicant).* ***This document must be read and completed in consultation with the PowerNet guidance document OP-GDL-0006-Close Approach Consent Guideline***

Consent Type	Work Type, Work Methods / Work Zone
☐	A. Operate Mobile Plant within 4m of energised overhead equipment (see section 7 for guidance).

☐	B. Non-Competent person approaching within 4m of energised equipment (see section 7 for guidance).
☐	C. Excavation/penetration near ground mounted network equipment (see section 6 for guidance).
☐	D. Excavation/penetration near underground cables (see section 6 for guidance).

Closest approach to underground cables will be: metres	Closest approach to overhead conductors/equipment or ground mount structures will be: metres

6. Guidance for Working Close to Underground Cables and ground mount equipment

Excavation within 5m of a pole, switchgear, transformer or any other electricity asset will require a close approach consent. Excavation within 2m of a power cable will require a close approach consent.

To ascertain the location of underground cables, contact 0800-B4UDIG (0800 248 344) or go online www.beforeudig.co.nz where you will receive plans and contact details for your job. **These plans must be obtained prior to application for a close approach consent.**

Best practice is to hand dig, or hydrovac excavation to expose underground cables. Hand-held power tools or excavators should not be used within 1 metre of any underground cable. A stand over person must be present at all times during excavation.

Directional drilling or thrusting parallel to PowerNet's cables shall be at least 1 metre from the proven location of the cables. The cables must be marked out by a competent cable location technician, and trial holes by careful hand excavation or hydrovac must be undertaken at regular intervals prior to the commencement of the work to prove the cable is parallel to the drill shot.

Underground cables are normally laid in trenches between 300mm and 1 metre deep, but these levels may change over time through earthmoving and road works. **Cables can be found at any depth.**

PowerNet reserves the right to provide a competent person to be on site whilst excavating around sub transmission cables. (33kV cables and above).

7. Guidance for Minimum Approach Distances to energised overhead lines or equipment

Application for approval to approach statutory approach limits as defined in the New Zealand Electrical Code of Practice for Electrical Safe Distances, NZECP 34:2001 for the type of work being applied for in proximity to energised Low Voltage or High Voltage lines and equipment.

An approved application is mandatory for any work that has the potential for plant or persons to come within 4m of live overhead electricity assets. This application **DOES NOT** allow working above energised electrical lines.

If there is the potential for encroachment by persons or plant of the following Minimum Approach Distance then an Isolation shall be required:

Persons plant or	Fibre	LV	11kV	22 kV	33kV	66kV
	0.5m	1.0m	1.5m	2.0m	2.5m	3.0m
Complete by applicant	Can these distances be foreseeably breached in the opinion of the Applicant?					
	☐ Yes				☐ No	

8. Safety Observer (SO) - Is a Safety Observer required? Yes ☐ No ☐

A Competent SO is a person with the training, skills, knowledge and experience to be deemed competent by the Person In charge of the Business or Undertaking (PCBU) / Supervisor. The SO needs to be employed for monitoring all close approach work including mobile plant, people, excavation/penetration and other situations documented in the SMEI (Safety Manual Electricity Industry).

The Role of SO is critical to working safely around energised lines. ALL Close Approach applications shall require a competent and authorised SO available on the job site. The SO shall be operational at all times when Minimum Approach Distances (MAD) may be approached. The SO can perform other duties on the job site but **ONLY** when there is no potential for work to approach MAD distances.

9. Risk Assessment

Applicant hazards identified with the work near PowerNet assets	(tick if applicable)	Control
Encroachment possible within 4m of energised electrical plant	☐	
Risk to supply of power	☐	
Excavation/penetration near energised electrical plant	☐	
Vegetation management work near energised electrical plant	☐	
Operate mobile plant near energised electrical plant	☐	
Farm work near energised electrical plant	☐	
Scaffolding work near energised electrical plant	☐	
Slewing machinery near energised electrical plant	☐	
Crane work / lifting near energised electrical plant	☐	
Use of uninsulated tools or equipment near energised electrical plant	☐	
Use of mobile work platforms near energised electrical plant	☐	
Working at heights near energised electrical plant	☐	
Construction work near energised electrical plant	☐	
Untrained staff (Not electrically safety aware) near energised electrical plant	☐	
Hot work near energised electrical plant	☐	
Spraying of fluids (flammable / non-flammable) near energised electrical plant	☐	
Work on waterways or boat ramps near energised power lines or assets	☐	
Work subject to weather: Wind	☐	
Rain	☐	
Temperature	☐	
Lightning	☐	
Other (Please specify):	☐	

Tick here to indicate that you have read and accept all of the conditions on OP-GDL-0006 - Close Approach Consent Guideline ☐

10. Approval

(To be completed by PowerNet after review of the submitted application)

Close Approach Consent Approved ☐	Name:	Date:	Permit Number:
Close Approach Consent Issued to Requester		Date:	Time: