



# Electrical Work



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This guide for workers (including contractors) at Indara, outlines the minimum criteria and practices essential when planning and conducting electrical work. This guide outlines the criteria that Indara requires to be effectively addressed and managed during the planning and execution of commissioned work activities. Workers are expected to integrate these criteria into their Health Safety Environment Quality (HSEQ) management systems and plans. As a minimum, Indara anticipates evidence of adherence to these criteria in workers' HSEQ management systems and plans.

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## CRITERIA FOR ELECTRICAL WORK

### RESPONSIBILITIES AND AUTHORITIES

Designated individuals are assigned responsibilities and authorities for managing and supervising electrical work, with responsible personnel identified.

### WORK AUTHORISATIONS AND PERMITS

Necessary work authorisations, access permits, electrical work permits, and licences for electrical works must be obtained. Compliance with legislation and codes of practice is essential.

### QUALIFICATIONS OF WORKERS

Individuals performing electrical works must possess appropriate qualifications and training.

### COMMUNICATION WITH STAKEHOLDERS

Asset owners or affected parties must be informed of proposed works when necessary.

### DOCUMENTED PROCESSES FOR ELECTRICAL EQUIPMENT

Documented processes, covering various stages from purchase to disposal of electrical equipment, must be followed meticulously.

### INSPECTION, TESTING, AND CERTIFICATION

Electrical equipment must be inspected, tested, and certified by competent personnel.

### DE-ENERGISATION AND ISOLATION

Prior to commencing work, equipment must be de-energised, physically isolated from power sources, and properly tagged/locked out, along with discharge of residual energy where required.

### CONSTRUCTION SWITCHBOARDS AND CIRCUITS

Construction switchboards must be robust, securely mounted, made from durable materials, and compliant with Australian standards. Construction circuits must be protected by 30mA residual current devices (RCDs).

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## **INSPECTION, TESTING, AND TAGGING**

Switchboards, RCDs, extension cords, portable tools, electrical equipment, and plant must undergo inspection, testing, and tagging.

## **PROTECTION OF CONSTRUCTION WIRING**

Construction wiring must be protected from mechanical damage and distinguishable from permanent installation wiring through colour-coding or other suitable means.

## **PORTABLE GENERATORS**

Portable generators must comply with AS2790, be well-maintained, and serviceable.

## **ARTIFICIAL LIGHTING**

Artificial lighting used for illumination must be stable and equipped with guards to protect lamps.

## **SAFETY TOOLS AND EQUIPMENT**

Australian standards testing and safety tools for electrical work must be available and appropriately used when needed.

## **TESTING EQUIPMENT**

Testing equipment must be suitable, calibrated, and in good condition, complying with required standards.

## **ELECTRICAL SAFETY OBSERVERS/SPOTTERS**

Authorised electrical safety observers/spotters must possess competencies for their roles, including managing emergencies.

## **UNSAFE ELECTRICAL EQUIPMENT**

Mechanisms must be in place to disconnect, isolate, tag, lock out, and remove any unsafe electrical equipment from service until it is repaired, tested, and deemed safe, or replaced.

## **RECORDS OF INSPECTIONS AND TESTS**

Records of electrical inspections, tests, and maintenance must be available on-site.

## **ELECTRICAL WORK**

Electrical work as defined in the commonwealth WHS regulations 2011 means:

- Connecting electricity supply wiring to electrical equipment or disconnecting electricity supply wiring from electrical equipments; or
- Installing, removed, adding, testing, replacing, repairing, altering or maintaining electrical equipment or an electrical installation.

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

- Is used for controlling, generating, supplying, transforming or transmitting electricity at a voltage greater than extra-low voltage; or
- Is operated by electricity at a voltage greater than extra-low voltage; or
- 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
- Is, or is part of, an active impressed current cathodic protection system within the meaning of Australian standard 2832.1:2004 (cathodic protection of metals- pipes and cables)

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

- Are permanently electrically connected together; and
- Can be supplied with electricity from the works of an electricity supply authority or from a generating source.

Indara’s Electrical Work guide outlines the minimum requirements for safe and compliant execution of electrical activities within its premises. All persons, including contractors are obligated to incorporate these guidelines into their HSEQ management systems and plans.

## DOCUMENT CONTROL

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