

National Grid UK Electricity Transmission plc

NATIONAL SAFETY INSTRUCTION 14

and

Guidance


AUTOMATICALLY AND / OR REMOTELY CONTROLLED EQUIPMENT



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DOCUMENT HISTORY

| Issue | Date | Summary of Changes / Reason | Author(s) | Approved By (Title) |
|-------|------------|--|---|--|
| 1 | Sept 2010 | New Guidance Document to follow 3 rd edition Electricity Safety Rules layout. | NSI Working Group | MDE Manager Les Adams  |
| 2 | April 2014 | Renamed as "National Safety Instruction and Guidance" which now incorporates and replaces NSI 14 Issue 3 and NSI 4 Guidance Issue 1. | NSI Review Group | ETAM Operations North Manager Mike Dean |
| 3 | Feb 2021 | Updated & Reformatted | Electricity Transmission Operations Safety Rules Team | Head of ET Operations Matt Staley |

KEY CHANGES

| Section | Amendments |
|---------|------------|
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AUTOMATICALLY AND / OR REMOTELY CONTROLLED EQUIPMENT

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1 Purpose and Scope

To apply the principles established by the Safety Rules and provide guidance on National Safety Instruction 14, protect **Personnel** from **Danger** arising due to the operation of **Equipment** which is automatically and / or remotely controlled or when working on automatic / remote control systems.

Equipment can have both automatic and remote control features capable of initiating an operation. The **Equipment** may be actuated by mechanical, hydraulic, pneumatic or electrical means.

The layout of this guidance note reflects that of legislative codes of practice, where the rule (or mandatory obligation) is identified by a green panel on the left-hand side. The guidance follows after the rule and is identified by a blue panel.

Within National Grid, guidance notes hold equivalent status of an Approved Code of Practice (ACOP) in law. If not followed, you will be required to demonstrate that your safe system of work is of an equal or higher standard.

2 Definitions

Terms printed in bold type are as defined in the Safety Rules.

| Title | Definition |
|---------------------------------|---|
| <i>Automatically Controlled</i> | Operation of Equipment by control systems such as protection, pressure devices and voltage control |
| <i>Remotely Controlled</i> | Operation of Equipment from points remote from the Equipment itself such as on site from the Substation Control Point or Remote Control Point |

3 Dangers

The **System Danger(s)** to **Personnel** working on **Equipment** which has automatic and / or remote control systems, may arise from the inadvertent operation of the **Equipment**, if these systems have not been **Isolated** from the **Equipment**. These are:

- Electric shock due to inadvertent re-energisation
- Inadvertent operation of moving parts
- Sudden release of high pressure and noise due to inadvertent operation

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4 Work on Equipment which is Automatically and / or Remotely Controlled

4.1 When work is to be carried out on **Equipment** that is *Automatically Controlled* and / or *Remotely Controlled*, **Point(s) of Isolation** shall be established to prevent inadvertent operation.

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4 Work on Equipment which is Automatically and / or Remotely Controlled

4.1 An example of where inadvertent operation may occur is during circuit breaker maintenance, where the **Safety Document** allows the restoration of motive power.

Remote operation via the local remote switch, which is possible when restoring motive power, is controlled by the implementation of the appropriate ROMP procedure. If work is required on the local / remote switch, **Point(s) of Isolation** are required further back in the control system to ensure remote operation is disabled.

The **Senior Authorised Person** shall ensure **Point(s) of Isolation** are established on the protection (e.g. 'S' links where fitted) and where applicable intertrip receive isolation links. This ensures the **Safety Document** recipient is in sole control of the operation of the **Equipment**.

Reference shall be made to protection drawings to determine **Point(s) of Isolation**.

Figure 4.1 – Example of Protection Multiple “S” Link Isolation



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5 Work on Automatic and / or Remote Controlled Systems

5.1 When any work on the *Automatically Controlled* and / or *Remotely Controlled* system is to be carried out with the **Equipment** in service, the **Senior Authorised Person** shall first obtain agreement from the appropriate **Control Person(s)** for the work to proceed.

The **Senior Authorised Person** shall ensure that any inadvertent operation of **Equipment** is prevented.

The **Senior Authorised Person** shall ensure that **Personnel** in the vicinity of **Equipment** which may operate as a result of work carried out are not exposed to **Danger**.

The **Senior Authorised Person** shall cancel the agreement for work to proceed with the appropriate **Control Person(s)**.

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5 Work on Automatic and / or Remote Control Systems

Examples of work on Automatic and / or Remote control systems in service are: -

- Operational test on Diesel Generator control system
- In service DAR tests / fault finding
- Trip Tests
- Intertrip Equipment

Appendix A - Authorisation Matrix for Personnel

Contractors appointment under this NSI shall be limited to the following sections.

| Non-Company Personnel | Person | Competent Person | Authorised Person | Senior Authorised Person |
|-----------------------|--------|------------------|-------------------|--------------------------|
| N/A | N/A | N/A | N/A | All sections |

Non Company Personnel

Contractors by law have a duty to provide a safe system of work for their employees.

National Grid have a duty in law to employ competent contractors to undertake work *On or Near Automatically or Remotely Controlled Equipment* and provide them with National Grid's safe system of work to enable them to develop their own safe systems of work.

National Grid Supply Chain Management processes ensure competent contractors are selected and therefore there is no requirement for authorisation under NSI 14.

Once a competent contractor is selected, National Grid has a duty to ensure the contractor understands **Danger(s)** associated with undertaking work within a **HV** compound, permit systems, demarcation and safe access and egress, including movement of objects and vehicles etc. This is accomplished by contractors employees being authorised to National Grid Safety Rules and to NSI 6 and 8, via Management Procedure - NSI 30 "Appointment of Persons".

Before a **Safety Document** is issued the NSI 14 **Senior Authorised Person** shall establish **Safety from the System**. The contractors risk assessment and method statement shall be reviewed by the **Senior Authorised Person** to ensure the **Danger(s)** identified in NSI 14 are suitably managed.

The National Grid **Senior Authorised Person** will issue a **Safety Document** to a contractor's **Competent Person** authorised to NSI 6 & 8.