

STCP 09-1 Issue 005 Safety Co-ordination Between Parties

STC Procedure Document Authorisation

Party	Name of Party Representative	Signature	Date
National Grid Electricity Transmission plc			
SP Transmission plc			
SHE Transmission PLC			
Offshore Transmission Owners			

STC Procedure Change Control History

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Issue 002	26/05/2005	Issue 002 incorporating PA006
Issue 003	26/10/2005	Issue 003 incorporating PA034 and PA037
Issue 004	28/07/2009	Issue 004 incorporating changes for Offshore Transmission
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Issue 005	25/06/2018	Implementation

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1. Introduction

1.1. Scope

- 1.1.1. This procedure specifies the procedures to be used by each Party for the co-ordination, establishment and maintenance of necessary Safety Precautions when:
- Work is to be carried out on a Party's Plant and/or Apparatus that, to be done safely, requires Safety Precautions to be established and maintained on another Party's Transmission System and/or on another System connected to that Party's Transmission System); and/or
 - A party requires Safety Precautions from another Party under OC8 of the Grid Code and this requires Safety Precautions on another Party's Transmission System (and/or on another System connected to that Party's Transmission System)
- 1.1.2. In this procedure, the term "work" includes testing, other than tests covered by STCPs 08-1 to 08-4
- 1.1.3. Where section 1.1.1 applies and this requires Safety Precautions to be requested on a party's System connected to the relevant Party's Transmission System, then the Procedures under OC8 of the Grid Code shall be followed.
- 1.1.4. This procedure does not apply where Safety Precautions are required solely within one Party's Transmission System.
- 1.1.5. This procedure does not seek to impose a particular set of Safety Rules on any other party. Each Party may adopt and implement its own Safety Rules.

2. Abbreviations and Definitions

2.1. Abbreviations

I-SC	Implementing Safety Co-ordinator
OC8	Grid Code Operating Code 8
RISSP	Record of Inter System Safety Precautions
R-SC	Requesting Safety Co-Ordinator
STCP	System Operator –Transmission Owner Code Procedure
TO	Transmission Owner

2.2. Definitions

All definitions are in accordance with primarily the Grid Code definitions and definitions within STCPs.

3. RISSP Management

3.1. Approval of local safety instructions

- 3.1.1. In accordance with requirements of the STC, the interfacing parties shall agree the Safety Rules and Local safety Instructions to apply during the TO Construction Programme and TO Commissioning programme.
- 3.1.2. Prior to connection the relevant Parties must have approved each other's relevant Local safety Instructions in relation to Isolation and Earthing and agreed suitable RISSP prefix codes.

3.2. Safety Co-ordinators

- 3.2.1. Each Party will have available at all times, nominated personnel responsible for the co-ordination of Safety Precautions across a boundary with another Party's System ("Safety Coordinator"). Each Party's Safety Co-ordinator will be authorised as competent by that Party to carry out the functions set out or referred to in this procedure and the relevant sections of the Grid Code OC8, to achieve Safety From The System

3.3. Record of Inter-System Safety Precautions (RISSP)

- 3.3.1. Where one Party 'requests' Safety Precautions from another party, then for the purposes of this STCP and Grid Code OC8, the requesting Party shall enact the role of the "**Requesting Safety Co-ordinator (R-SC)**".
- 3.3.2. Where one Party receives a request to establish Safety Precautions on their system from another party (identified in this case as the R-SC), then for the purposes of this STCP and Grid Code OC8, the party establishing the safety precautions for the requesting party shall enact the role of the "**Implementing Safety Co-ordinator (I-SC)**".
- 3.3.3. The Parties shall use the format of the RISSP forms as set out in OC8 of the Grid Code, or alternatively the forms contained within Appendix A & B within this STCP. Each party shall refer to the relevant RISSP forms OC8A (England & Wales) or OC8B (Scotland). That set out in OC8A or OC8B Appendix A and designated as "RISSP-R", shall be used by the Requesting Safety Coordinator, and that in OC8A or OC8B Appendix B and designated as "RISSP-I", shall be used by the I-SC.
- 3.3.4. RISSP-R forms shall have a unique identifying number written or printed on it, comprising a prefix in accordance with 3.1.2 which identifies the specific transmission owner/party, and a unique serial number as defined by the relevant transmission owner/ party and the suffix "R".

3.4. Agreement of Safety Precautions

- 3.4.1. The R-SC who requires Safety Precautions on another Party's System will contact the relevant I-SC to agree the Location and interface boundary point at which the Safety Precautions will be established. This agreement will be recorded in the respective Safety Logs.
- 3.4.2. To enable Safety from the System to be achieved on HV apparatus that is specified by the R-SC in Part 1.1 of the RISSP, it is the responsibility of the I-SC to ensure that

adequate Safety Precautions are established and maintained on the respective I-SC system/s and other system/s connected to it. Reference to another System in STCP09-1 shall not include the R-SC's System, which is dealt with in section 3.4.3.

- 3.4.3. Where there is a requirement for Safety Precautions to be established and maintained on the R-SC system, other than the HV Apparatus specified by the R-SC in Part 1.1 of the RISSP, then the I-SC and R-SC shall record the details in the Part 1.1 'Further Precautions' section of the RISSP forms. In these circumstances, it is the responsibility of the R-SC to establish and maintain such Safety Precautions.
- 3.4.4. Where in the reasonable opinion of the I-SC, it is necessary to establish Safety Precautions on the System of a party connected to the Transmission System of the I-SC, then the Safety Precautions shall be established with the party using the provisions of this STCP or if required Grid Code OC8A, if that User is connected in England and Wales, and OC8B if that User is connected in Scotland.
- 3.4.5. In any case where the R-SC and the I-SC are unable to agree the location of the isolation and (if requested) earthing, both shall be at the closest available points on the infeeds to the HV Apparatus on which Safety From The System is to be achieved as indicated on the Operation Diagram.

3.5. **Implementation of Isolation**

- 3.5.1. Following the agreement of the Safety Precautions in accordance with section 3.4, the I-SC shall then establish the agreed Isolation.
- 3.5.2. The I-SC shall then confirm to the R-SC that the agreed Isolation has been established and identify the R-SC's HV Apparatus up to the boundary between each of the relevant Party's Transmission Systems for which Isolation has been provided.

The confirmation shall specify:

- 3.5.2.1. For each Location, the identity (by means of HV Apparatus name, nomenclature and numbering or position, as is applicable) of each point of Isolation;
- 3.5.2.2. Whether Isolation has been achieved by an Isolating Device in the isolating position or by an adequate physical separation;
- 3.5.2.3. Where an Isolating Device has been used whether the isolating position is either:
 - Maintained by immobilising and locking the Isolating Device in the isolating position and affixing a Caution Notice to it. Where the Isolating Device has been Locked with a Safety Key that the Safety Key has been secured in a Key Safe and the Key Safe Key will be retained in safe custody; or
 - Maintained and/or secured by such other method which must be in accordance with the Safety Rules of the relevant Party, as the case may be; and
- 3.5.2.4. Where an isolating device is Isolation Gas Density Dependiant (IGDD), the following shall be recorded on the RISSP forms:
 - Identification of which isolating devices are IGDD; and
 - The party responsible for the management of the associated gas alarms whilst the RISSP remains in force.
- 3.5.2.5. Where an adequate physical separation has been used such separation shall be in accordance with, and maintained by, the method set out in the Safety Rules of the relevant Party and may include the placing of a Caution Notice at the point of separation.

- 3.5.2.6. Where an item of HV apparatus has been identified as a 'No System Connection', the physical position of the 'No System Connection' shall be defined and shall not be varied for the duration of Safety Precaution, and the I-SC's relevant HV Apparatus will not, for the duration of the Safety Precaution, be connected to a source of electrical energy or to any other part of the I-SC's System.
- 3.5.3. The confirmation of Isolation, and the agreement to hold such isolation for the purposes of earthing, shall be recorded in the respective Safety Logs.

3.6. **Implementation of Earthing**

- 3.6.1. Following the confirmation of Isolation being established by the I-SC and the necessary establishment of relevant Isolation on the R-SCs System, the R-SC will then request the implementation of Earthing by the I-SC. When agreed, the authorised site representative of the I-SC shall retain any Key Safe Key in safe custody until any Safety Key used for Earthing has been secured in the Key Safe.
- 3.6.2. The agreement to the application of Earthing shall be recorded in the respective Safety Logs.
- 3.6.3. The I-SC shall then establish the agreed Earthing.
- 3.6.4. The I-SC shall then confirm to the R-SC that the agreed Earthing has been established, and identify the R-SCs HV Apparatus up to the boundary between each of the relevant Party's Transmission Systems for which the Earthing has been provided.
- The confirmation shall specify:
- 3.6.4.1. For each Location, the identity (by means of HV Apparatus name, nomenclature and numbering or position, as is applicable) of each point of Earthing; and
- 3.6.4.2. in respect of the Earthing Device used, whether it is:
- Immobilised and locked in the Earthing position. Where the Earthing Device has been Locked with a Safety Key, that the Safety Key has been secured in a Key Safe and the Key Safe Key will be retained in safe custody; or
 - Maintained and/or secured in position by such other method which is in accordance with the Safety Rules of the relevant party, as the case may be.
- 3.6.5. The I-SC shall ensure that the established Safety Precautions are maintained until they have been requested to be removed by the relevant R-SC.
- 3.6.6. Certain designs of gas insulated switchgear three position isolator and earth switches specifically provide a combined Isolation and Earthing function within a single mechanism contained within a single integral unit. Where Safety Precautions are required across control boundaries and subject to the requirements of 3.4, it is permissible to apply earthing before Points of Isolation have been established provided that all interconnected circuits are fully disconnected from live HV Apparatus and that the act of placing such devices in the earthing position creates a zone of isolation.

It should be noted that all isolation devices within the zone which are not of the 'three position' type, must be established as Points of Isolation before any instructions are issued to move the three position device/s into the earthed position.

3.7. Record of Safety Precautions (RISSP procedure)

- 3.7.1. Where the I-SC is required to cascade safety precautions from other 3rd parties for use on the R-SC RISSP, then prior to the precautions being utilised on the R-SC RISSP, these precautions must be recorded and agreed on separate dedicated RISSP(s).
- 3.7.2. Where Safety Precautions are being provided to enable work to be carried out on both sides of the boundary, a RISSP will need to be issued for each side of the boundary and both Parties will each be enacting the role of the R-SC and the I-SC. This will result in a RISSP-R and a RISSP-I form being completed by each Party with each R-SC issuing one RISSP number.
- 3.7.3. Following confirmation that all the agreed Safety Precautions have been established, the I-SC will record the details of the Safety Precautions established in Parts 1.1 and 1.2 of the associated RISSP-I. Where Earthing was not requested, Part 1.2(b) of the RISSP-I will be completed with the words "not applicable" or "N/A".
- 3.7.4. The I-SC shall then contact the R-SC and confirm that all agreed Safety Precautions have been established by reading out the details entered on Parts 1.1 and 1.2 of RISSP-I.
- 3.7.5. The R-SC will then complete Parts 1.1 and 1.2 of the RISSP-R with the precise details received from the Implementing Safety Coordinator, and then read out all those details to the I-SC. If both confirm that the details entered are the same, the R-SC shall issue the RISSP identifying number, taken from the RISSP-R to the I-SC, who shall ensure that the number is correctly entered on the RISSP-I. Note that some electronic system restrictions may require the RISSP number to be released prior to issue. Each Safety Coordinator shall then sign Part 1.3 of their respective RISSPs and enter the time and date. When signed, the RISSP may only be cancelled - no alteration to the RISSP is permitted.
- 3.7.6. The R-SC is then free to authorise work, other than testing. Where testing is to be carried out, the procedure set out below in section 5 shall be implemented.

4. Management of work in proximity to another party's system

4.1. Proximity working

- 4.1.1. For the purpose of this STCP, the term "proximity working" applies to the situation where work is to be carried out on, and by the R-SC, and where the work activity is near to HV Apparatus on the I-SC's system.
- 4.1.2. Where work is required on or near to HV apparatus, a suitable risk assessment shall be completed which will identify the associated risks and hazards. Risk assessments will include all aspects of the work activities and shall also include risks and hazards associated with other parties/ Transmission Owners apparatus that may be in close proximity to the work area.
- 4.1.3. If the risk assessment identifies sufficient risks/ hazards associated with proximity to another party's/TO apparatus that may come into effect during the course of the work, and that safety precautions will be needed on another party's/ TO system to achieve safety from the system, then section 4.3 shall be applied.

4.2. Assessment to use proximity working

- 4.2.1. The Safety Co-ordinators of each party will ensure that they discuss the request with their authorised site representative, and that the respective authorised site representatives discuss the request at the site location. This agreement will be recorded in the respective Safety Logs.
- 4.2.2. The party conducting the work activity shall perform a risk assessment and identify any apparatus from of another party's HV system which may be infringed during the work activity.
- 4.2.3. Where two parties are directly electrically connected and have agreed control boundaries (usually recorded within a Site Responsibility Schedule), then management of safety precautions across the control boundaries will be managed using the RISSP process as defined in this STCP.
- 4.2.4. Where the risk assessment deems that the safety precautions established and agreed under the relevant RISSP are sufficient to enable the work activity to be completed safely e.g. apparatus directly electrically connected at the interface boundary point - such as work on a busbar isolating device, then a separate Permit For Work system to enable proximity working will not be required. Both parties must ensure that the RISSP contains adequate isolation and earthing for the work activity to be completed safely. Where the risk assessment deems it necessary to identify additional 3rd party apparatus to enable the work activity to be performed safely, then an additional PFW system in accordance with 4.1.3 will be required for proximity working.
- 4.2.5. Where systems are not directly electrically connected and therefore not identified as an agreed control boundary, then the proximity management process should be used.
- 4.2.6. Where a RISSP has been assessed as not suitable for the work activity (e.g. because apparatus requires additional isolation and/ or earthing beyond the agreed interface boundary), the requesting party conducting the work activity shall notify the I-SC and request 'safety from the system' to be established.
- 4.2.7. The Implementing party will be required to perform a separate risk assessment and work closely with the requesting party, identifying the apparatus in proximity and the risks/ hazards associated with the work activity. This is can be performed between the Senior Authorised Persons (SAPs) from both party's.
- 4.2.8. Once the SAP's have performed adequate risk assessments and agreed a safe system of work, safety must be established and guaranteed on the I-SC HV system prior to the relevant work activity starting.

4.3. Establishing Safety Precautions (for Proximity working)

- 4.3.1. The R-SC shall formally request safety precautions to be established for the agreed work activity.
- 4.3.2. The I-SC shall establish the required Points of Isolation and, once confirmed safe to do so, establish the Primary Earthing required to achieve 'safety from the system' on the agreed HV apparatus.
- 4.3.3. Where reasonably practicable a safety key should be exchanged locally between relevant parties. This ensures that the apparatus in question cannot be put back into service or energised without the agreement of the R-SC. Where keys are exchanged, the

key exchange box reference number shall be recorded and passed back to the Senior Authorised Person for inclusion within the relevant safety documentation.

4.4. Issue of a Permit for Work (for proximity working purposes)

- 4.4.1. The Implementor shall guarantee the safety precautions established on their system by issuing a Permit for Work (PFW) or equivalent safety document. As a minimum, the safety document should identify the following:
 - a. **Apparatus i.d:** All HV apparatus being infringed by the requesting party
 - b. **Work to be done:** Proximity work for **insert company name** (or similar wording)
 - c. **Safety precautions:** Quote all safety precautions required to ensure safety from the system for the work activity in proximity
 - d. **Further precautions:** It is recommended that an additional note is added to ensure that the PFW is not cancelled without the requestors agreement e.g. "This PFW must not to be cancelled without prior agreement by **insert company name**".
 - 4.4.2. PFW documentation shall be prepared and consented to in accordance with the relevant party's safety rules and then issued to a suitably authorised member of staff (e.g. Competent Person). In most scenarios, the implementing party will issue the document to their own competent person who will provide 'supervision' of the work activity and ensure that safety is maintained. A risk assessment shall identify the level of supervision that will be required for the work activity; this will vary depending upon the nature of the work activity and the associated hazards and risks involved.
 - 4.4.3. In certain cases, the implementing party may allow the PFW to be issued to the requesting party's competent person provided both companies agree and that the recipient is suitably authorised.
 - 4.4.4. Upon issue of the implementor PFW, the I-SC shall inform the R-SC that a PFW has been issued for the associated proximity work and formally agree to keep the PFW in force for the duration of the work. The PFW reference number shall be communicated at this stage and permission agreed for the work activity to proceed. This shall be formally recorded by both parties. Where applicable, exchange of key safe keys/ reference details may occur between authorised staff/ and or safety coordinators; this will depend upon the local site specific agreements.
 - 4.4.5. Following formal confirmation that the implementing party's PFW has been issued, any safety documents issued by the requesting party for the work activity should include the above implementing party's PFW references e.g. *"*insert company name* PFW 12345P issued and to remain in force during the course of the work"*. It is recommended that this information is recorded within the 'further precautions' section of the PFW.
- #### 4.5. Cancellation of Proximity working
- 4.5.1. It is the responsibility of the R-SC to inform the I-SC when the work activity is complete.
 - 4.5.2. The I-SC shall not cancel the agreed PFW used for proximity without prior consent of the R-SC.

- 4.5.3. Once the R-SC has completed the work activity and no longer requires safety precautions from the I-SC, the R-SC will cancel their associated safety documents and confirm completion with the I-SC as soon as reasonably practical.
- 4.5.4. The R-SC will contact the I-SC and confirm that the safety precautions are no longer required and that the PFW (quoting references) used for proximity may be cancelled. Key exchanges may be returned where applicable. This shall be formally recorded by both parties.
- 4.5.5. Once the work is complete and the safety document is cancelled the proximity outage is no longer required. The requesting party's SAP must return any exchanged keys without delay. The implementing party is then free to cancel their PFW used for proximity and remove the associated safety precautions at their own discretion.

5. Testing

5.1. Testing across Control Boundaries

- 5.1.1. For the purposes of STC09-1, this section provides guidance on testing activities which occur across HV electrical control boundaries. A control boundary exists where two parties interface at a physical HV electrical point. Such interface points are identified within Site Responsibility Schedules which provide detail of the responsible parties for operational and safety purposes.
- 5.1.2. Where a HV test is performed between two specific test points, which involves a control boundary, then specific control measures as dictated within STCP09-1 and/ or Grid Code OC8 shall be applied.

5.2. Planning

- 5.2.1. Prior to any testing work activity being performed, it is good practice for the interfacing parties involved to liaise and discuss the outage requirements. It is recommended that the following information is discussed:
 - Identification of the affected Site, Circuits, apparatus etc.
 - Establish the testing 'requestor' and 'Implementor' roles.
 - Identify what is being tested, test location and the system access requirements?
 - Identify the safety precautions which are needed for the test, bearing in mind the system access points and what will be detailed on the final Sanction for Test (SFT) document.
 - Agree what apparatus (if any) will need to be transferred or controlled during the test
 - Any potential issues or concerns?

5.3. Establishing safety precautions

- 5.3.1. HV Safety precautions shall be applied in accordance with each party's safety rules, Grid Code OC8 and/ or STCP09-1.
- 5.3.2. Safety precautions being established must be sufficient to provide 'safety from the system' for the intended work. Testing across control boundaries may require additional 'Points of Isolation' and 'Primary Earthing' to be guaranteed over and above the normal boundary interface requirements. Thought shall therefore be given to the safety

precautions required for the SFT 'apparatus identification' to ensure the safety precautions are adequate for the test activities.

- 5.3.3. Safety precautions applied across a control boundary that are required by the R-SC shall be guaranteed by issue of a RISSP.
- 5.3.4. Where the connection of test leads to HV apparatus requires a safety document, this may be managed by using one of the following options:
 1. I-SC may opt to connect the testing apparatus by issuing a safety document under their safety rules on behalf of the R-SC prior to the test document being issued. Note that this may require additional safety precautions, safety documentation/ RISSP to achieve this.
 2. I-SC may opt to temporarily transfer control of the apparatus to the R-SC when using a SFT – see *Operation of apparatus: option 2: transfer of apparatus below*.

5.4. **Notification of testing**

- 5.4.1. The suitably authorised person performing the test, and therefore issuing the SFT safety document, shall enact the role of the requestor. It is the responsibility of the R-SC to notify and fully discuss with the I-SC the intended test activity. The intention to test across a control boundary shall be formally agreed and recorded by both safety Coordinators.
- 5.4.2. Other than the RISSP which was established for the purposes of testing, all other Safety Documents within the SFT zone shall be cancelled. Only one SFT Safety Document shall be in force across the control boundary at any time.
- 5.4.3. Testing usually involves the removal of earthing to allow test voltages to be applied. It is the responsibility of the I-SC to identify and declare any additional earthing which has been applied in addition to that identified on the RISSP. Such earthing can be removed prior to the test agreement or transferred over to the R-SC to allow the test to proceed.
- 5.4.4. When testing, control of the whole RISSP zone passes to the recipient of the SFT safety document holder preventing the issue of any further documents in this zone. .
- 5.4.5. Agreement of the R-SC test activity may require the temporary transfer and/ or operation of HV assets belonging to the I-SC. Where this is the case, there are several options available:

5.5. **Operation of apparatus: Option 1: Implementor Controlled**

- 5.5.1. Apparatus which requires operation during the test e.g. disconnectors & Circuit Breakers, maybe operated by the I-SC on instruction from the requesting SFT safety document holder. This option allows the I-SC to operate their own apparatus within the test zone, but only as agreed by the SFT safety document holder. The I-SC may opt to delegate this responsibility as a switching instruction to their own AP, enabling them to operate apparatus as required – again in accordance with the SFT safety document holder.

5.6. **Temporary Transfer of apparatus: Option 2: Requestor Controlled**

5.6.1. Apparatus which requires operation during the test e.g. disconnectors & Circuit Breakers, or HV apparatus which needs to be identified on the SFT documentation within the apparatus identification section for test purposes, may be temporarily transferred by the I-SC to the R-SC for the duration of the test. This option allows the R-SC to receive temporary control of the apparatus during the test period. Care must be taken to ensure that any transferred apparatus is correctly identified and agreed between parties. Such agreements should include the following statements:

- Site location & apparatus reference details e.g. Site name, circuit, nomenclature etc...
- Status of apparatus being transferred e.g. Open, Closed
- Any technical limitations affecting the operation of the apparatus e.g. Hand operation only.

5.6.2. It should be noted that temporary transfer of apparatus for test purposes overrides the Site Responsibility Schedule and control person agreements. Temporary transfer of control for SFT purposes must therefore be carefully managed and formally logged. The I-SC is responsible for managing their own system information during the test period and shall ensure that the testing zone is carefully ring fenced within their systems during the activity.

For example: When enacting the role of the I-SC, NGET issue an electronic 'pseudo' SFT safety document over the RISSP zone to highlight the test activity being performed by the R-SC, this inhibits any further actions by NGET I-SC within that zone until the SFT has been cancelled.

5.7. **Recording Information**

5.7.1. Both R-SC and I-SC shall formally record the following prior to any test commencing:

1. Formal agreement to start testing.
2. Any apparatus to be 'operated as required' for the purposes of testing.
3. Any apparatus temporarily transferred from the I-SC to the R-SC for the purposes of testing.

5.8. **Issue of Sanction for Test Documentation**

5.8.1. Once formal notification has been given by the R-SC to the I-SC, the R-SC may proceed to issue the associated SFT safety document as required.

5.8.2. Where apparatus has been transferred from the I-SC to the R-SC, it may be quoted within the 'apparatus identification' section of the SFT safety document, this also allows operation of the asset where required.

5.8.3. If the R-SC opted to operate the apparatus under the control of the I-SC, such instructions will need to be coordinated between the SFT safety document holder and the local SAP as required.

5.8.4. All activities within the testing zone are controlled by the SFT safety document holder. The holder of the SFT may remove any earthing devices which have been identified

within the SFT safety document; this includes all earthing quoted on the RISSP. It is important therefore to ensure that any earthing which needs to be removed is transferred prior to testing or included as Primary Earthing within the RISSP.

5.9. Cancellation of Testing

- 5.9.1. Once the testing activity is complete and the SFT safety document cancelled, the R-SC shall notify the I-SC without delay. Control of the testing zone concludes with the cancellation of the SFT safety document.
- 5.9.2. Cancellation must ensure the following:
 1. Any apparatus which had been temporarily transferred for the purposes of testing shall be transferred back from the R-SC to the I-SC. Apparatus transferred back to the I-SC shall include the latest known status of the apparatus e.g. closed and locked.
 2. Care must be taken to capture all of the apparatus originally transferred for the purposes of testing.
 3. Any outstanding 'operate as required' instructions that were under the control of the I-SC may be cancelled.
 4. Where earthing devices have been removed under the powers of a SFT, and are quoted as primary earths on the associated RISSP, these shall be declared and formally logged as part of the SFT cancellation process. Removal of such earthing invalidates the RISSP which in turn must be cancelled immediately.

6. Emergency Situations

- 6.1. There may be circumstances where Safety Precautions need to be established in relation to an unintentional electrical connection or situations where there is an unintended risk of electrical connection between the Party's Systems, for example resulting from an incident where one line becomes attached or unacceptably close to another.
- 6.2. In those circumstances, if both the parties agree, the relevant provisions of this STCP or OC8 will apply as if the electrical connections or potential connections were, solely for the purposes of STCP09-1, a Connection Point.
- 6.3. (a) The relevant Safety Co-ordinator shall be that for the electrically closest existing Connection Point to that party's System or such other local Connection Point as may be agreed between the relevant parties, with discussions taking place between the relevant local Safety Co-ordinators. The Connection Point to be used shall be known in STCP09-1 as the "unintentional Connection Point".
(b) The Local Safety Instructions shall be those which apply to the relevant Connection Point.
(c) The prefix for the RISSP will be that which applies for the relevant Connection Point.
- 6.4. Where the principles of STCP09-1 cannot or should not be applied, then the relevant parties shall assess the associated risks and / or dangers and establish a suitable safe working practice.

7. Loss of Integrity of Safety Precautions

- 7.1. In any instance when any Safety Precautions may be ineffective for any reason, the I-SC shall inform the R-SC without delay of that being the case and, if requested, of the reasons why.

8. Safety Log

- 8.1. Each Safety Co-ordinator shall maintain a Safety Log, which shall be a chronological record of all messages relating to safety co-ordination under STCP09-1 sent and received by the Safety Co-ordinator(s). The Safety Log must be retained for a period of not less than three years.

9. List of Authorised Persons

- 9.1. In respect of this STCP, interfacing parties shall share details of their Safety Co-ordinators on request.

10. APPENDIX A: RISSP-R Form

Requesting Safety Coordinator's
RECORD OF INTER-SYSTEM SAFETY PRECAUTIONS
RISSP-R

No.	R
-----	---

Requester's number

PART 1

1.1 HV EQUIPMENT IDENTIFICATION

Safety Precautions have been established by the Implementing Safety Coordinator, (including by any other relevant party on that party's System which is connected to the Implementing Safety Coordinator's System), to achieve Safety From The System for the Requesting Safety Co-ordinator's System- in so far as it is possible from the Implementer's side of the named connection point(s):

State Location and identification of the HV circuit(s), including voltage, at the relevant Connection Point(s):

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.....

In-feeds to the above connection point(s) through the Implementer's System requiring safety precautions on the Requesting Safety Co-ordinator's own System in order to ensure the validity of this RISSP (linkage).

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1.2 SAFETY PRECAUTIONS ESTABLISHED

(a) ISOLATION

The following Isolation has been established, whether on the Implementing Safety Co-ordinator's System or on the System of another party connected to the Implementing Safety Coordinator's System (cascade).

Identify each Point Of Isolation, stating both the Location and the means by which the Isolation has been achieved.

EG Whether: Open, Locked, Isolated, Caution Notice affixed, or other safety procedures applied- as appropriate.

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(b) EARTHING

The following Earthing has been established, whether on the implementing Safety Co-ordinator's System or on the System of another party connected to the Implementing Safety Coordinator's System (cascade).

Identify each point of Earthing, stating both the Location and the means by which Earthing has been achieved,

EG Whether: Closed, Locked, Applied, or other safety procedures applied- as appropriate.

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1.3 ISSUE: I have received confirmation from the Implementing Safety Coordinator that the Safety Precautions identified in paragraph 1.2 have been established, and that they will not issue instructions for their removal until this RISSP is cancelled.

Implementing Safety Coordinator **At**

Requesting Safety Coordinator **At**

Time Date

Testing Across Boundary Requirements

The following record is not part of the standard RISSP form in OC8. It forms an additional method of recording the transfer of equipment for the purposes of testing.

Sanction Issue:

	To Requester	From Implementer	Date	Time
First Transfer				
Second Transfer				

The following equipment on the Implementing Safety Coordinator's System is temporarily transferred to the control of the Requesting Safety Coordinator.
Confirm location and state of equipment transferred.

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Sanction Cancellation:

	From Requester	To Implementer	Date	Time
First Transfer				
Second Transfer				

The following equipment on the Implementing Safety Coordinator's System is transferred back to the control of the Implementing Safety Coordinator.
Confirm location and state of equipment transferred.

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PART 2 CANCELLATION: I have confirmed to the Implementing Safety Co-ordinator that the Safety Precautions identified in paragraph 1.2 are no longer required, and accordingly this RISSP is cancelled.

Implementing Safety Coordinator **At**

Requesting Safety Coordinator **At**

Time Date

State of Equipment & Exceptions

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11. APPENDIX B: RISSP-I Form

Implementing Safety Coordinator's
RECORD OF INTER-SYSTEM SAFETY PRECAUTIONS
RISSP-I

No.	R
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Use Requester's number

PART 1

1.1 HV EQUIPMENT IDENTIFICATION

Safety Precautions have been established by the Implementing Safety Coordinator, (including by any other relevant party on that party's System which is connected to the Implementing Safety Coordinator's System), to achieve Safety From The System for the Requesting Safety Co-ordinator's System- in so far as it is possible from the Implementer's side of the named connection point(s):

State Location and identification of the HV circuit(s), including voltage, at the relevant Connection Point(s):

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In-feeds to the above connection point(s) through the Implementer's System requiring safety precautions on the Requesting Safety Co-ordinator's own System in order to ensure the validity of this RISSP (linkage).

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1.2 SAFETY PRECAUTIONS ESTABLISHED

(a) ISOLATION

The following Isolation has been established, whether on the Implementing Safety Co-ordinator's System or on the System of another party connected to the Implementing Safety Coordinator's System (cascade).

Identify each Point Of Isolation, stating both the Location and the means by which the Isolation has been achieved.

EG Whether: Open, Locked, Isolated, Caution Notice affixed, or other safety procedures applied- as appropriate.

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(b) EARTHING

The following Earthing has been established, whether on the implementing Safety Co-ordinator's System or on the System of another party connected to the Implementing Safety Coordinator's System (cascade).

Identify each point of Earthing, stating both the Location and the means by which Earthing has been achieved,

EG Whether: Closed, Locked, Applied, or other safety procedures applied- as appropriate.

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1.3 ISSUE: I have received confirmation from the Implementing Safety Coordinator that the Safety Precautions identified in paragraph 1.2 have been established, and that they will not issue instructions for their removal until this RISSP is cancelled.

Implementing Safety Coordinator At

Requesting Safety Coordinator At

Time Date

Testing Across Boundary Requirements

The following record is not part of the standard RISSP form in OC8. It forms an additional method of recording the transfer of equipment for the purposes of testing.

Sanction Issue:

	To Requester	From Implementer	Date	Time
First Transfer				
Second Transfer				

The following equipment on the Implementing Safety Coordinator's System is transferred to the control of the Requesting Safety Coordinator.
Confirm location and state of equipment transferred.

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Sanction Cancellation:

	From Requester	To Implementer	Date	Time
First Transfer				
Second Transfer				

The following equipment on the Implementing Safety Coordinator's System is transferred back to the control of the Implementing Safety Coordinator.
Confirm location and state of equipment transferred.

.....

.....

.....

PART 2 CANCELLATION: I have confirmed to the Implementing Safety Co-ordinator that the Safety Precautions identified in paragraph 1.2 are no longer required, and accordingly this RISSP is cancelled.

Implementing Safety Coordinator At

Requesting Safety Coordinator At

Time Date

State of Equipment & Exceptions

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