

LIVE TESTING

1 PURPOSE

To provide a safe process for the inspection, testing and commissioning of plant and equipment that cannot be isolated to perform the required work.

2 SCOPE

This procedure applies to all people who work within RTCA owned and managed operations.

APPROVAL

	Name	Position	Signed	Date
Originator:	Tim Dahlheimer	Health & Safety Specialist		
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REVISIONS

Rev	Date	Revision description
1.0	28-03-06	New Standard.

3 PROCEDURE

The following situations are not classified as Live Testing -

- Equipment parked and left unattended by an operator.
- Equipment being operated in normal production mode.
- Equipment being operated and a maintainer conducting running checks within the cabin of the equipment.

All other circumstances require isolation or if isolation is not possible then the Live Testing procedure must be applied.

Where Live Testing is employed, only one task / job can be completed under each tag.

Note – Where electrical live testing is to be performed, reference must be made to the site electrical live testing procedures.

3.1 LIVE TESTING PROCESS

Step	Action	Tools Required
1	<ul style="list-style-type: none"> ▪ Isolation Officer is to facilitate a risk assessment (e.g. Job Hazard Analysis) to identify potential hazards and associated controls for the Live Testing. The risk assessment should consider - <ul style="list-style-type: none"> ○ Access control, including barricading requirements (equipment danger zones demarcated and signage). ○ Communication methods (i.e. hand signals, radio, horns, whistles, spotter, etc). ○ Surrounding work environment. ○ Proximity to high voltage. ○ Appropriately rated tools and equipment. ○ Competency of people involved in the testing. ○ Interaction with associated plant, equipment and people. 	<ul style="list-style-type: none"> ▪ Live Testing Tag
2	<ul style="list-style-type: none"> ▪ Isolation Officer identifies, isolates, tests and locks energy sources that have the potential to cause harm by are not needed as part of the Live Testing task. 	
3	<ul style="list-style-type: none"> ▪ All personnel involved in the Live Testing are to review the task and associated risk assessment for the work to be performed and confirm all controls have been put in place. 	
4	<ul style="list-style-type: none"> ▪ Establish areas of demarcation. As a minimum, demarcation shall include signage or other appropriate control at all access points to the area. 	
5	<ul style="list-style-type: none"> ▪ Isolation Officer completes the Live Testing Tag / s. 	
6	<ul style="list-style-type: none"> ▪ Identify an appropriate point to locate the Live Testing tags, usually at major access points. 	
7	<ul style="list-style-type: none"> ▪ All personnel involved in the Live Testing or within the demarcated area are to sign-on to the Live Testing tag/s. <p>Note – Only the Isolation Officer can give the signal to energise plant after checking that all personnel are aware and clear.</p>	
8	<ul style="list-style-type: none"> ▪ Personnel no longer involved in the Live Testing are to - <ul style="list-style-type: none"> ○ Notify the Isolation Officer ○ Sign-off the Live Testing tag/s ○ Remove themselves from the Live Testing area 	