

Low Voltage Fuse Removal

Scope	This Standard Operating Procedure applies to all CFA personnel involved in operational activities.
Definitions	<p>The following definitions apply to this Standard Operating Procedure:</p> <ul style="list-style-type: none"> ▪ Accredited CFA members: CFA members/operational employees who have successfully completed a Low Voltage Service Fuse Removal Course. ▪ CFA member: A person who is registered by the Authority as a volunteer officer or member of a brigade and/or a person who is employed by CFA. ▪ Electrical Installation: All wiring and equipment downstream from the distributors network assets (the customers' equipment). ▪ Incident Controller: The individual designated by the control agency to have overall management of the incident and is responsible for all incident activities. ▪ Low voltage: Supplies of 420 volts or less. ▪ Operational activities: CFA approved, coordinated or pre-planned action, or series of actions, in response to and in support of a potential or existing emergency incident, including training and exercises. ▪ Operational employee: An employee of the Authority who is an operational staff member (per the Country Fire Authority Regulations 2014). ▪ Personal Protective Clothing (PPC): Includes clothing used to provide protection to CFA members from the risks associated with performing a specific operational task for which they are competent and endorsed. ▪ Relevant Distributor: The Distributor who operates the Network in the area associated with an electrical installation i.e. Powercor, CityPower, Jemena, SP Ausnet or United Energy. ▪ Service Protection Device: A device required by the Electrical Safety Act. ▪ SWER: Single Wire Earth Return. Electricity distribution method using only one conductor with the return path through earth.

Objective	To ensure the safety of CFA members/operational employees by identifying who may undertake the removal of low voltage service fuses, and to clarify when such action should be taken.
Procedure	<ol style="list-style-type: none">1. Only accredited CFA members/operational employees shall undertake the task of removing low voltage service fuses or the operation of a service protection device.2. Only low voltage service fuses or service protection devices located on private property may be removed or operated by CFA personnel.3. Low voltage service fuses or service protection devices shall only be removed or operated to de-energise the electrical installation.4. CFA members/operational employees will not by operation of any low voltage service fuse, service protection device, or by any other means, re-energise any electrical installation or any part of an electrical installation.5. Where CFA members/operational employees de-energise an electrical installation by removal of the low voltage service fuse or operation of a service protection device they must:<ol style="list-style-type: none">5.1 Notify the relevant distributor at the earliest opportunity.5.2 Notify the occupant of that property at the earliest opportunity.6. CFA members/operational employees will not approach SWER poles with pole mounted transformers to operate any low voltage service fuse or service protective device.
Safety notes	<ul style="list-style-type: none">▪ All electrical services and equipment should be considered live at all times.▪ Appropriate PPC to be worn at all times.
Environmental notes	<ul style="list-style-type: none">▪ Nil.

Related Documents			Other Links and References	Delegations
Policies	Standing Orders	SOPs		
Chief Officer's Standing Orders and Standard Operating Procedures	Fires and Incidents – Management of Health & Safety	Powerlines and Electrical Conductors – Working Near	Country Fire Authority Act 1958 Country Fire Authority Regulations 2014 LVFR training material Electrical Safety Awareness training material	Incident Controller OIC Brigade List other relevant delegations

Date to be Reviewed:	Date to Cease:	Date Endorsed:	Endorsed By:
TBA	N/A		Steven Warrington Chief Officer