

CONDITIONS FOR PERMITTING WORK ON EQUIPMENT

When performing activities on electrical equipment and in the vicinity of its live parts on the premises of SPOLANA a.s. (based on a contractual relationship), **external companies are required to comply with the provisions of S-3.16.1 "Work on and operation of electrical equipment"** (available from the operator's department).

Before commencing work on electrical equipment, the person responsible for the technical condition of the electrical equipment (see S-3.16.1) must **determine the procedure, assess the risks associated with the work, and determine which persons may perform the work and their number.**

Persons working on electrical equipment must be properly familiarized with this work.

Safety measures must be established; if more than one person is working, a work supervisor must be appointed (to be determined by the head of the external company performing the work).

1 Securing equipment

Equipment on which work is being performed in accordance with the "Permit" and equipment directly related to it must be secured against accidental start-up by removing the power fuses and hanging a sign saying *"Do not switch on, work in progress"*.

This measure is carried out by external electrical maintenance personnel at the request of the exhibitor. They record the action in the operating log at the relevant electrical distribution station and confirm it with their signature in the "Permit."

Any other "securing" measures, such as locking the switch, etc., are insufficient and are not permitted for work under this directive.

2 Informing the operators

The exhibitor is responsible for ensuring that, in the event of a restriction of the measurement, control, or signaling functions of the control systems of the technological equipment on which work is being carried out in accordance with the "Permit," the operators of the relevant control room are informed of this situation.

3 Disconnection of electrical equipment

If it is necessary to shut down electrical equipment, then in addition to the previous steps (see paragraphs 1 and 2 of this annex), external electrical maintenance personnel shall, at the request of the issuer, also disconnect the supply from the terminal block of the electrical equipment and short-circuit all conductors. They shall record these actions in the operating log in the relevant electrical distribution room and confirm them with their signature in the "Permit".

Electrical equipment must always be switched off before dismantling.

4 Lighting and use of electrical equipment

Lighting and the use of electrical equipment must be appropriate for the workplace environment where the work will be performed. If the electrical equipment's enclosure is not suitable for the given environment, in addition to the "Permit," a permit for working with open flames must also be issued in accordance with S-3.17.8.

5 Air analysis

If necessary, the exhibitor shall arrange for an analysis of the air, the content of toxic, flammable and explosive substances and oxygen (see Annex 2 to this Directive, paragraph 1.2). The exhibitor shall decide on the method and frequency of measurement.

6 Shutdown of equipment from operating equipment and media

The exhibitor is responsible for ensuring that the equipment being repaired, part of the piping, etc. is disconnected from the operating equipment and media and secured in such a way that the safety of the persons performing the repair is not endangered (e.g., by disconnecting, blanking, closing the shut-off valves and marking them with a sign saying, for example, "Do not open,"

"Do not tamper," "Work in progress," etc.).

In the case of repairs to steam and hot water pipes (e.g., condensate), the exhibitor is responsible for ensuring that the section of pipe being repaired is shut off from the operating equipment and that steam or hot water cannot enter it while the work is being carried out. Vent and drain fittings must be open and vented so that they can be connected to the open atmosphere. Fittings closing off the section being repaired must be locked and marked with a sign saying *"Do not open, work in progress on the pipe."* Keys must be kept by the repair crew leader during repairs. For electrically operated fittings, the fuse must be removed and the buttons must be marked with a sign saying

"Do not open, work in progress on the pipeline" (see ČSN 13 0108 Operation and maintenance of pipelines).