

SOP - ELCB - RCD

This SOP may not cover all possible hazards and risks associated and should be referred to as a control measure in the risk assessment process. Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT



POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Electrical	

Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction

Licence or VOC Required: No

Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ Current electrical test & tag
- ✓ Check all electrical leads for damage
- ✓ Public is protected
- ✓ Control measures have been implemented
- ✓ It is safe to proceed

Tools & equipment required

- ✓ ELCB - RCD

Operating Procedures / Methodology:

Planning & Preparation

- ✓ Obtain Manufacturer's instructions
- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task
- ✓ Ensure adequate lighting

Doing

- ✓ Use in accordance with Manufacturer's Instructions

Ending Operations / Housekeeping:

- ✓ Return all tools and equipment
- ✓ Report to your Supervisor

Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

Worker sign-off

Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities
- ✓ Task MUST be completed as per SOP
- ✓ Report to your Supervisor if unsure
- ✓ Site Supervisor to monthly check the Site RCD on the power board

DO NOT!

- ✗ Use if plant is faulty. Tag-out and report fault to your supervisor
- ✗ Attempt this operation in wet conditions until Risk Assessment is reviewed
- ✗ Alter this SOP without Management approval

Applicable Legislation / Standards:

- ✓ WH&S Act & Regulations

Codes of Practice –

[First aid in the workplace](#)

[Electrical safety - Managing electrical risks in the workplace](#)

- ✓ Standards

AS 3012 Electrical installations - Construction and demolition sites

AS 3017 Electrical installations - Testing and inspection

ISO45001 OH&S management systems

ISO 31000 Risk management



Refer to Worker's induction file for signed documents