# Village: Electrical audit Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Date conducted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1 Management aspects |
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| **Point** | **Standard** | **Standard met** | **Comments** |
| 1.1 | Entries made in electrical log books are properly completed. |  |  |
| 1.2 | Entries in electrical log books are acknowledged by the signature of the registered manager or delegate. (alternate registered manager) |  |  |
| 1.3 | Appointed electrical supervisors verify that electrical work at the village is supervised. |  |  |
| 1.4 | Electrical installing work is undertaken by persons holding a current electrical workers licence. |  |  |
| 1.5 | Electrical workers operate within the authority of the licence held |  |  |
| 1.6 | Electrical apprentices, permit holders, and ‘B’ grade licence holders have been instructed regarding electrical work undertaken that requires supervision and are appropriately supervised |  |  |
| 1.7 | A written procedure has been established to safeguard persons required to excavate ground in the vicinity of buried cables. |  |  |
| 1.8 | Emergency signage and lighting is fitted to all exits. |  |  |
| 1.9 | Portable electrical apparatus normally used in heavy operating environments is examined, tested and tagged quarterly, and the results are recorded in an electrical log book |  |  |
| 1.10 | RCD devices are tested periodically and the results are recorded in an electrical log book |  |  |
| 1.11 | Switchboards and their electrical equipment are clearly labelled. |  |  |
| 1.12 | Electrical equipment and accessories are safe to use.There is no damage that could impair safe operation.Any room, enclosure or other place used principally for the installation of electrical equipment:• Can be safely isolated from the electrical supply• Is designed to restrict access by unauthorised persons |  |  |
| 1.13 | Switchboards are protected against external influences. |  |  |
| 1.14 | Personal portable electrical equipment and appliances owned by persons occupying accommodation units that are located on mining tenements are inspected, tested and tagged at intervals as may be necessary to ensure safety. |  |  |
| 1.15 | USB chargers, travel adaptors and power supplies are approved by a recognised certification body and display the Regulatory Compliance Mark (RCM) or an approval number on the product. |  |  |

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| 2 Technical aspects |
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| **Point** | **Standard** | **Standard met** | **Comments** |
| 2.1 | Ensure that electrical insulation and electrical enclosures provide effective protection against direct contact with live parts |  |  |
| 2.2 | The effectiveness of earthing systems, continuity of earthing conductors and the adequacy of electrical insulation is routinely tested, and the results are recorded in an electrical log book. |  |  |
| 2.3 | Electrical equipment is connected, supported and fixed, in accordance with AS/NZS 3000 |  |  |
| 2.4 | Above ground cables are segregated from other services and electrical installations by a minimum distance of:• 25 mm for water/gas/electrical• 100 mm for heated water |  |  |
| 2.5 | Low voltage (LV) below ground wiring is segregated by a minimum distance:• 100 mm water/gas/electrical• 300 mm for water services greater than 65DN (internal diameter)• 100 mm communications |  |  |
| 2.6 | Particular installation conditions for socket outlets around showers and other fixed water containers (e.g. basins and sinks) are adhered to. |  |  |
| 2.7 | Particular installation conditions for switches and other accessories around showers and other fixed water containers (e.g. basins and sinks) are adhered to. |  |  |
| 2.8 | Particular installation conditions for other electrical equipment around showers and other fixed water containers (e.g. basins and sinks) are adhered to. |  |  |
| 2.9 | Particular installation conditions for the selection and installation of electrical equipment for refrigeration room(s) are adhered to. |  |  |
| 2.10 | Particular installation conditions for the selection and installation of electrical equipment for hose down areas are adhered to. |  |  |
| 2.11 | Emergency systems are correctly installed |  |  |

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