

LETTER OF ACKNOWLEDGEMENT – TEMPORARY ISOLATION/REINSTATEMENT

Dear Customer,

Thank you for choosing Safe Power Services to perform the isolation of your property from the Orion Network. In order for us to carry out this work on your behalf we need you to fulfil a number of requirements as listed below along with completing the following questionnaire.

- A close approach consent is required to work within 4m of overhead power lines or to excavate within 5m of a power pole.
Please apply online at: <https://online.oriongroup.co.nz/consentrequests/default.aspx>
- If any electrical work is performed on-site during the period of isolation from the network, we require an electrical certificate of compliance (COC) and electrical safety certificate (ESC) from your electrician. This must be provided via email to office@safepowerservices.co.nz, 24-hours prior to the time of livening the property. We will NOT attend site without receipt of this certificate.
- Please be aware that if no electrical work is scheduled, we recommend that you have an electrician complete a certificate of verification (COV) as this will ensure the job can proceed on the date and time requested. Not having a COV means that if our worker finds that the installation is electrically unsafe for continued use on visual inspection, we will not be able to reinstate the power until the unsafe component has been remedied, or if that isn't possible, the job will be turned down and a site visit will be charged.
- When we are attending a site that has not had a COV completed, we will require access for our worker to complete his visual inspection. This includes earthing, MEN compatible installation and no access to live parts. Thus, someone must be on property at the time of isolation and/or livening to allow entry or, alternative means need to be arranged with Safe Power Services, prior to attending, to ensure access. Note: if the site is unattended at the time of livening, the mains switch will be turned to the off position leaving the rest of the installation isolated.
- If we attend the site and an electrical installation is non-compliant, or we are unable to conduct the temporary isolation /disconnection you will be charged the full rate for the isolation of \$250.00 + GST.
- Safe Power Services can only verify the electrical workmanship of work completed by Safe Power Services contractors/employees from the Orion network to the installation.
- Isolations are conducted between 7:30am – 10:00am, Monday – Thursday. Friday bookings are only available by prior arrangement/agreement.
- Reinstatements are conducted between 3:30pm – 4:30pm, Monday – Thursday.

Please complete the form below stating that Safe Power Services is exempt from any legal responsibility concerning electrical faults downstream from the point of entry.

I _____ hereby declare that the electrical installation relevant to this application conforms to all applicable electrical standards and is in good working order for continued use. If any prescribed electrical work is undertaken during the period of isolation, I will provide an electrical safety certificate and/or certificate of compliance from a registered electrician certifying their workmanship. I affirm that Safe Power Services, including its subcontractors, will not be liable for any electrical faults downstream from the point of entry.

Date:

Signed:

ISOLATION AND REINSTATEMENT QUESTIONNAIRE

Please ensure all questions are answered and return with the signed declaration on previous page.

Company/Customer name	Site address	Phone number
<p>Is the company/customer detailed above accepting the cost incurred?</p> <p>If not, please detail accordingly.</p>	<p>Company:</p> <p>Postal Address:</p> <p>Contact name:</p> <p>Contact phone number:</p> <p>Contact email address:</p> <p>Purchase order number:</p>	
<p>What is the reason/requirement for the isolation and reinstatement? (ie: painting, roofing, meter relocation)</p>		
<p>What type of installation is it for? (ie: commercial, units, single domestic).</p> <p><i>Note: If units, other units will need to give authority if it affects their power supply</i></p>		
<p>How long is the isolation required for?</p>		
<p>Is the property vacant or occupied?</p>	Vacant	Occupied
<p>What type and how many fuses are onsite?</p>	Porcelain: BROWN/WHITE	Number of fuses:
	Michaud: BLACK	Number of fuses:
	Or: UNKNOWN	Number of fuses:

Questions	Yes	No
<p>Have you applied for a close approach consent from Orion? If yes, please provide a copy via email with this form.</p>		
<p>Does the building work change the current distance to existing overheads? (i.e.: new deck below, extension or garage/carport)</p>		
<p>If yes, what is the approximate distance to new work:</p>		
<p>Do the lines need to be fully removed?</p>		
<p>Is any electrical work scheduled to be completed whilst isolated? <i>If yes, please ensure a COC is left onsite.</i></p>		
<p>If the electrical work is inspectable, are we to inspect it?</p>		