



Electrical
Group
Training

Apprentice name.....**Date**.....

I acknowledge that I have received a circuit breaker lock out tool from my field officer. I have been instructed in its use and understand that it is to be used as part of the process for isolating circuit breakers. The isolation process is described below and must only be carried out once a risk assessment has been completed.

- Notify the customer of the pending isolation
- Ensure that the testing equipment is working correctly and is safe to use. Check test leads and settings, and test on a known live source
- Identify the correct circuit to be isolated and any other possible sources of energy and hazards.
- Isolate the circuit with the tradesman.
- If applicable the Tradesman may choose to remove the load tails from the circuit breaker and make them safe.
- Both the apprentice & tradesman **MUST** attach their own personal danger tag to the isolation point using the circuit breaker lock off tool.
- Secure the circuit breaker lock off tool.
- Test for correct isolation, test to a reliable earth or neutral. Don't assume it is **"Dead "Prove it**
- If isolating plant or machinery test by "trying" to re-activate the equipment

- Retest the testing equipment after the isolation process is complete to ensure that it is still functioning.
- Proceed with caution and continual to use your volt stick before cutting cables, or working on exposed terminals or conductors.
- Treat all isolated cable and equipment as if they are live and potentially dangerous.

Remember that there is a no live working policy for all EGT Apprentices and that the new Code of Practice *Safe Low Voltage work by Electricians* does not allow live work on domestic electrical installations other than testing. This may require the main switch to be turned off before work is commenced.

UNDER NO CIRCUMSTANCES ARE APPRENTICES TO WORK ON –OR BE EXPOSED TO ‘LIVE’ CIRCUITS

I understand that as with all tools and equipment supplied by EGT I am obliged to use the circuit breaker lock off tool, and replace it if lost or damaged.

Signed Apprentice

Field officer