

## Substation - Snow Removal

SWP-153

### 1.0 Purpose

To manage the hazards associated with the use of mobile equipment for snow removal in Yukon Energy Corporation (YEC) substations.

This SWP applies to all YEC employees and contractors that work in YEC substations.

### 2.0 Minimum mandatory personal protective equipment (PPE)

2.1 The following PPE must be worn to enter any YEC substation:

- Safety headwear; Type 2, Class E;
- Arc rated flame retardant (ARFR) clothing; minimum HRC 2/ATPV8;
- Safety footwear with dielectric rating; and,
- Safety eyewear with side shields.



2.2 Hi-visibility PPE (must be ARFR) must be worn around moving equipment.

2.3 Other PPE could include:

- Hearing protection; and,
- Gloves.

### 3.0 General substation requirements

3.1 Snow removal in YEC substations will expose workers to high voltage equipment. Observe limits of approach at all times.

3.2 Report all contact with substation equipment; energized and non-energized; immediately. Regardless of how minimal the damage may seem.

Non-energized equipment includes, but is not limited to:

- Fencing and associated components;
- Grounds;
- Cable trays;
- Equipment structures and berms; and,
- Buildings.

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Revision number – Rev. 3

- 3.3 Mechanical snow removal in YEC substations must only be carried out by qualified equipment operators.
- 3.4 Snow removal in YEC substations will be coordinated by a qualified YEC designate.
- 3.5 Snow removal in YEC substations will be supervised/accompanied by a qualified YEC designate.
- 3.6 All workers entering YEC substations are required to complete YEC Substation Awareness training prior to starting work; and, keep the training current (valid for 3 years).
- 3.7 All contractors are required to complete the YEC Health and Safety; and, Environmental orientations prior to starting work at YEC. The orientations are online format and can be accessed at the following link:  
<https://youryukon.com/orientation/>
- 3.8 All workers require a documented substation orientation, by a qualified YEC designate, for each substation entered.  
See Appendix A – Substation Orientation form.
- 3.9 Permission is required to enter any YEC substation.  
All workers are required to check in/out with the System Control Center (SCC) Operator-in-charge (OIC).
- 3.10 Do not dump snow over any part of the substation fence.
- 3.11 Do not pile snow so that it obstructs the view of pedestrians and traffic.

#### 4.0 Reference documents

- SWP-150; Substation General Safety Rules
- SWP-151; Substation PPE
- SWP-152; Substation Hazards and Equipment
- Alberta Electrical Utility Code
- Yukon OHS Regulations; Part 9

Appendix A – Substation Orientation form; 2 pages

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FORWARD ORIGINAL TO H&S



Site: \_\_\_\_\_

Company Name: \_\_\_\_\_

Worker Name: \_\_\_\_\_

YEC Designate : \_\_\_\_\_

Date: \_\_\_\_\_

Telephone/radio location: \_\_\_\_\_

Substation control room: \_\_\_\_\_

Site hazards (Other work groups, restricted areas, vehicle set up, etc.): \_\_\_\_\_

SUBSTATION ORIENTATION CHECKLIST

**SUBSTATION TRAINING**

Valid substation training  YES  NO  N/R

YEC Training  YES  NO

Equivalent training  YES  NO  
If yes, please list \_\_\_\_\_

Expiry date  NONE

**SUBSTATION VOLTAGES**

\_\_\_\_\_ kV **LIMIT OF APPROACH** \_\_\_\_\_ mm

\_\_\_\_\_ kV \_\_\_\_\_ mm

\_\_\_\_\_ kV \_\_\_\_\_ mm

**SUBSTATION ORIENTATION ITEMS/AREAS:**

Minimum PPE requirements: Class E hard hat; safety footwear/dielectric rating; safety eyewear/side shields; Arc-rated FR clothing – HRC 2/ATPV 8

1<sup>st</sup> aid kit location: \_\_\_\_\_

Eye wash station location: \_\_\_\_\_

Fire extinguisher location: \_\_\_\_\_

Fire alarm location: \_\_\_\_\_

**DISCUSS/VERIFY THE FOLLOWING WITH THE WORKER:**

Step potential \_\_\_\_\_

Touch potential \_\_\_\_\_

Substation grounds \_\_\_\_\_

Restricted tools and equipment \_\_\_\_\_

**COMMENTS/NOTES:**

\_\_\_\_\_

YEC DESIGNATE \_\_\_\_\_

PRINT \_\_\_\_\_

WORKER/ CONTRACTOR \_\_\_\_\_

PRINT \_\_\_\_\_

SIGN \_\_\_\_\_

SIGN \_\_\_\_\_