

October 29, 2004

## Rev. 2.0 Oct. 29, 2004

### Section 12 – Electrical Distribution Safety Regulation

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**What does  
Section 12  
require?**

The distributor must report to the Electrical Safety Authority (ESA) any “*serious electrical incidents*” involving the public of which they become aware.

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**What are the  
Guiding  
Principles?**

In order to improve public electrical safety ESA will:

- Proactively conduct investigations of all serious electrical incidents where results of the investigation can add value.
  - Identify root causes of accidents to improve safety standards as per the Regulation.
  - Work with other stakeholders to collect information on all serious electrical incidents to facilitate prevention.
  - Work with MOL to avoid duplication of effort.
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**When must I  
report  
incidents?**

Report serious electrical incidents within 48 hours after becoming aware of the incident.

Call ESA at 1-877-ESA-SAFE (1-877-372-7233). This call will be answered by ESA Customer Service Centre between 7am – 4:30 pm, and a telephone answering service after normal business hours.

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**Who do I  
report to?**

- Ministry of Labour for fatalities, critical injuries, and occurrences involving workers or their tools (any voltage) or equipment contacting electrical equipment (over 750 Volts).
  - Electrical Safety Authority for “*serious electrical incidents*” involving a member of the public.
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**What is a “Serious Electrical Incident” that must be reported to ESA?**

- Any electrical contact (or non-contact such as a severe arc flash condition) that causes death or critical injury to a member of the public.
- All contacts with a primary distribution line operating at 750 volts or more (overhead or underground) caused by or involving a member of the public. e.g. Any tree contacts where a member of the public cuts down a tree or dig-ins.
- A fire or explosion in any part of the distribution system operating at 750 volts or more that caused or in the opinion of the LDC may have caused:
  - Loss of life of a member of the public;
  - Critical injury to a member of the public; or
  - Equipment failure, except a fire or explosion caused by lightning strike. e.g. catastrophic failure of a porcelain lightning arrester; explosion of a dry well canister fuse that compromises the integrity of a transformer/switchgear enclosure

**What Type of “Serious Electrical Incidents” need not be reported?**

Incidents that **normally do not pose a safety hazard to the public** need not be reported. Eg.

- Routine operation of protective devices
  - Motor vehicle accidents
  - Extreme weather damage
  - Vegetation contacts
  - Animal/Bird contacts
  - Flying debris contacts
  - Routine equipment failures
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**What do I report?**

The following information is to be reported. See form for specific format.

- When – time of day and date
  - Where – location of incident, address or street intersection, directions
  - What – provide information about the nature of the incident
  - Who – person reporting the incident, e.g. Name and phone number
  - Other authority that the incident has been reported to
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**What will ESA investigate?**

ESA will investigate all fatalities, critical injuries, inadvertent contacts, fires and explosions where members of the public are involved.

ESA inspector will make contact with the distributor within 2 hours of receiving the call.

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**What to do at the incident scene?**

When a reportable serious electrical incident occurs, the distributor is permitted to restore service, however to facilitate an ESA investigation, service restoration should be performed with minimum disturbance to the incident scene. In no case should any thing that would assist an ESA investigation be removed unless the inspector has granted permission. If possible secure the incident scene to prevent people disturbing the evidence.

Motor vehicle accidents are to be reported only if there is an electrical contact resulting in injury or death. Otherwise the 'wreckage" can be moved to the service centre without the approval of the ESA Electrical Inspector.

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**Electrical Safety Authority**

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**Serious Electrical Incident Reporting Form**

If you have checked any box with a Yes then you must notify Electrical Safety Authority

Call ESA at 1-877-ESA-SAFE (1-877-372-7233) or Fax to 1-800-472-5485

Caller Name \_\_\_\_\_

Caller telephone number \_\_\_\_\_

Agency caller is representing \_\_\_\_\_

Address of Incident Site \_\_\_\_\_

Time and Day of Incident \_\_\_\_\_

Other Authorities involved \_\_\_\_\_

Nature of Incident	Yes	No
Any electrical contact or non contact caused by an arc flash that causes death or critical injury to a member of the public		
All contacts with a primary distribution line operating at 750 volts or more (overhead or underground) caused by or involving a member of the public. E.g. Any tree contacts where a member of the public cuts down a tree or dig-ins.		
<ul style="list-style-type: none"> <li>• A fire or explosion in any part of the distribution system operating at 750 volts or more that caused or in the opinion of the LDC may have caused:               <ul style="list-style-type: none"> <li>➤ Loss of life of a member of the public;</li> <li>➤ Critical injury to a member of the public; or</li> <li>➤ Equipment failure, except a fire or explosion caused by lightning strike. e.g. catastrophic failure of a porcelain lightning arrester; explosion of a dry well canister fuse that compromises the integrity of a transformer/switchgear enclosure</li> </ul> </li> </ul>		

Provide details of incident:

Provide a sketch and/or photo of damage:

- Report to Ministry of Labour for fatalities, critical injuries, and occurrences involving workers or their tools (any voltage) or equipment contacting electrical equipment (over 750 Volts).