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| **High Voltage Switching - PTW Number:** |  |

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| **Section 1 – General Details** |
| **Start:** | Time: |       | Day: |       | Date: |       | Switching Sheet Ref No: |       |
| **End:** | Time: |       | Day: |       | Date: |       | Page: | 1 of |       |
|  |
| **Coordinated by:** |       |
| **Switching by:** |       |
|  |
| **Section 2 – Work Summary** |
| **Location:** | **Lines & Apparatus:** | **Work Summary:** |
|       |       |       |
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| **Section 3 – Effect on System / Method of Feed** |
| **Description:**       |
| **Emergency Restoration Time:** | Normal Hours: |  | After Hours: |       |
|  |
| **Section 4 – Special Requirements / Outage Notes / Switching Coordinator’s Notes** |  | **Section 5 – Secondary System****Isolation Details** |
|  |  | **Location:** | **Protection Isolated:** |
|  |       |       |
|  |       |       |
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| **Section 6 – HV Access / Test Permits** |
| **Location** | **Access / Test Permit No.** | **Issued** | **Recipient** | **Received** | **Surrendered** |
| **Time** | **Date** | **Time** | **Date** | **Time** | **Date** |
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| **Section 7 – Associated Documents** |
| **Details:**       |
| **Section 8 – Distribution** |
| **Details** (of any entities who have received a copy of the Switching Sheet):       |
| **Section 9 – Switching Sheet Acknowledgments** |
| **Preparation:** |
| I have undertaken suitable investigations and research with respect to the scope of HV switching required and have prepared this Switching Sheet to enable safe access / work. |
| Name: |       | Signature: |  | Time: |       | Date: |       |
|  |
| **Verification:** |
| I have undertaken an independent review of the prepared HV Switching Sheet and concur that it will enable safe access / work. |
| Name: |       | Signature: |  | Time: |       | Date: |       |
|  |
| **High Voltage Switching - PTW Number:** |  |

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| **Section 10 – Switching Sheet List** |
| Switching Sheet Reference No: |       | Page: |       | of |       |
|  |
| **Forward:** |
| Item | Location | Apparatus | Action / Operation | SO | SOA | Time |
|       |       |       |       |       |       |       |
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| **Reverse:** |
| Item | Location | Apparatus | Action / Operation | SO | SOA | Time |
|       |       |       |       |       |       |       |
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