
Safe Isolation & Electrical Safety Procedure Policy

Ascent Fire recognises that work involving electrical systems, including installation, connection, and maintenance of fire alarm mains supplies, presents significant hazards. We are committed to ensuring that all electrical work is carried out safely and in compliance with applicable legislation and industry best practices.

This policy forms part of our Occupational Health & Safety Management System and aligns with the principles of ISO 45001:2018.

Policy Statement

Ascent Fire will ensure that all electrical systems are designed, installed, operated, and maintained so as to prevent danger, so far as is reasonably practicable. Effective safe isolation procedures will be implemented to eliminate or control risks associated with electrical energy.

Key Principles

We will:

- Ensure all electrical conductors and systems are suitably insulated, protected, and positioned to prevent danger.
 - Maintain the integrity of earthing and referenced conductors, implementing suitable precautions where faults or interruptions may occur.
 - Prevent conductive materials from becoming electrically charged and posing a risk to persons.
 - Ensure all systems are constructed, maintained, and operated safely at all times.
 - Provide and maintain suitable personal protective equipment (PPE), ensuring it is used correctly.
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Safe Systems of Work

- A suitable and sufficient risk assessment will be carried out prior to any work involving electrical systems to identify hazards and implement control measures.
 - Work activities will be planned and executed to ensure they do not give rise to danger.
 - Adequate working space, safe access, and sufficient lighting will be provided for all electrical work.
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Safe Isolation Procedures

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- Electrical systems must be isolated from all sources of energy before work begins, wherever reasonably practicable.
 - Appropriate means of isolation will be provided, including lock-off devices and isolation kits.
 - Isolated systems will be secured to prevent inadvertent reconnection.
 - Precautions will be taken to ensure that equipment made dead cannot become re-energised or electrically charged during work.
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Work on or Near Live Systems

- Work on or near live electrical conductors will **not** be carried out unless:
 - It is unreasonable to isolate the system;
 - It is absolutely necessary for the task (e.g. testing or fault finding); and
 - Suitable precautions and controls are in place to reduce risk.
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Competence, Information and Training

- All persons carrying out electrical work will be competent or appropriately supervised.
 - Employees will receive adequate information, instruction, and training relating to electrical safety.
 - Users of electrical equipment will be trained to carry out pre-use checks for visible defects.
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Inspection, Testing and Maintenance

- Electrical systems will be subject to routine inspection, testing, and maintenance to prevent danger.
 - The frequency of inspection will be based on risk, considering factors such as environment, usage, and equipment type.
 - Any defects identified will be recorded and promptly reported for corrective action.
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Records and Documentation

Records will be maintained to support compliance and continual improvement, including:

- Contractor safety information
 - Risk assessments and control measures
 - Inspection and testing records (including dates, results, and next due dates)
 - Maintenance, repairs, and modifications
 - PPE requirements
 - Training and competency records
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Legal Compliance

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This policy supports compliance with relevant legislation, including:

- Health and Safety at Work etc. Act
- Electricity at Work Regulations
- Electrical Equipment (Safety) Regulations
- Consumer Protection Act

Continual Improvement

Ascent Fire is committed to the ongoing review and improvement of its electrical safety procedures to ensure effectiveness, legal compliance, and alignment with best practice.

Signature: *Brian Pickering*

Position: Director

Date: 01/04/2026

Review Date: 31/03/2027