

Electricity Specification 604

Issue 3 May 2022

Insulated and Insulating Hand Tools



Amendment Summary

ISSUE NO. DATE	DESCRIPTION
Issue 3 May 2022	<p>New template applied throughout. Updated references to latest standard IEC60900 Individual tool types removed (metric & imperial) to make the specification generic</p> <p>Prepared by: P Howell</p> <p>Approved by: Policy Approval Panel and signed on its behalf by Steve Cox, DSO Director</p>

Contents

1	Introduction	4
2	Scope	4
3	Definitions	4
4	General Requirements for Approvals and Testing	5
4.1	Product not to be Changed	5
4.2	Electricity North West Technical Approval	5
4.3	Quality Assurance	5
4.4	Formulation	6
4.5	Identification Markings	6
4.6	Minimum Life Expectancy	6
4.7	Product Conformity	6
4.8	Confirmation of Conformance	6
5	Requirements for Type and Routine Testing	7
5.1	Requirement for Type Tests at Suppliers Premises	7
5.2	Requirement for Routine Tests at the Supplier's Premises	7
6	Technical Requirements	7
6.1	Compliance with Standards	7
6.2	Characteristics of tools using square drives	7
7	Documents Referenced	8
8	Keywords	8
	Appendix A – Conformance Declaration	9

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1 Introduction

This specification sets out the requirements for insulated and insulating hand tools purchased by Electricity North West Limited, hereinafter referred to as Electricity North West.

2 Scope

This specification covers insulated and insulating hand tools issued by Electricity North West to its staff for use when working on LV systems using live working techniques.

Electricity North West requirements for these tools is constantly evolving, therefore this document does not go in to detail for each specific type and size of tool but provides an overall specification that all tools must meet.

3 Definitions

Approval	Sanction by the Electricity North West Circuits Policy Manager that specified criteria have been satisfied
Contract	The agreement between Electricity North West and the Contractor for the execution of the Works including therein all documents to which reference may properly be made in order to ascertain the rights and obligations of the parties under the said agreement.
Contractor	The person or person's firm or company, including personal representatives, successors and permitted assigns, who's Tender has been accepted by Electricity North West.
Insulated Tool	Hand tools made of conductive material(s) fully or partially covered by insulating material. Fully insulated tools covered with insulating materials with the exception of conductive parts on the working surface reduce the risk of short-circuiting between two parts at different potentials
Insulating Tool	Hand tools made totally or essentially from an insulating material(s) except for inserts made from conductive materials used for reinforcement, but with no exposed conductive point.
Specification	The Specifications and schedules (if any) agreed by the parties for the purpose of the Contract.
Supplier	Any person or person's firm or company who supplies goods to Electricity North West or to its Contractor.
Tender	An offer in writing to execute work or supply goods at a fixed price.
Tenderer	The person or person's firm or company, including personal representatives, successors and permitted assigns, invited by Electricity North West to submit a Tender.

4 General Requirements for Approvals and Testing

4.1 Product not to be Changed

No change in the product, packaging or labelling shall be made after Approval has been granted without prior notice to the Electricity North West Circuits Policy Manager, and receipt of a written agreement to the proposed change from the Electricity North West Circuits Policy Manager.

4.2 Electricity North West Technical Approval

The Tenderer shall submit, with this Tender, proposals for testing which will demonstrate, to the satisfaction of the Electricity North West Circuits Policy Manager, compliance with this Specification. Such tests shall be carried out without expense to Electricity North West.

Alternatively, technical reports and other data may be submitted that the Tenderer considers will demonstrate, to the satisfaction of the Electricity North West Circuits Policy Manager, compliance with this Specification. Acceptance of this evidence shall be at the discretion of the Electricity North West Circuits Policy Manager but will not be unreasonably withheld.

Approval shall be 'factory specific' and is not transferable to another factory without the written Approval of the Electricity North West Circuits Policy Manager.

The Supplier and product shall comply with all the relevant requirements of Electricity North West document CP311.

4.3 Quality Assurance

The Tenderer shall confirm whether or not Approval is held in accordance with a quality assurance scheme accredited under ISO 9000. If not, the Tenderer shall submit a statement of the quality assurance procedures employed to control the quality of the product, including the performance of Suppliers and Sub-Contractors.

The right is reserved for the repeat of such tests, from time to time, that the Electricity North West Circuits Policy Manager may deem to be reasonably necessary to demonstrate continued compliance with the Specification.

The Tenderer shall submit, with the Tender, a list of tests and inspections which are carried out on the product prior to despatch which shall demonstrate, to the satisfaction of the Electricity North West Circuits Policy Manager, fitness for installation and service.

The Tenderer shall provide free of charge to Electricity North West such samples as may, in the opinion of the Electricity North West Circuits Policy Manager, be reasonably required for inspection and/or retention as quality control samples. The Electricity North West Circuits Policy Manager will confirm the requirement for samples at the time of Tendering.

The right is reserved for inspections to be made of Tenderer's facilities, from time to time, as deemed reasonably necessary by the Electricity North West Circuits Policy Manager to ensure compliance with this Specification and any Contract of which it forms a part.

The Tenderer shall submit, with the Tender, such details of product packaging disposal, as will enable Electricity North West to comply with the requirements of BS EN ISO 14001 - Environmental Management Systems.

4.4 Formulation

The Tenderer shall submit, with the Tender, such details of the formulation and use of the product and associated substances as will enable Electricity North West to comply with the obligations of the Health and Safety at Work Act 1974 and the Control of Substances Hazardous to Health Regulations 2002, in the use, storage and disposal of the product. The Tenderer may stipulate, prior to submission of such information, that it is to remain confidential, and the Electricity North West Circuits Policy Manager will, if requested, confirm agreement to this prior to receipt of the information.

4.5 Identification Markings

The Tenderer shall submit, with the Tender, details of markings which it is proposed to apply to the product or packaging to identify manufacturing batches or items. The forms and content of such markings shall be subject to the Approval of the Electricity North West Circuits Policy Manager and shall in all cases include the Electricity North West approved description and commodity code number.

The Tenderer shall submit, with the Tender, such details of marking gross weight on components, assemblies and packages, as will enable Electricity North West to comply with the Health and Safety Manual Handling Operation Regulations 1992, for components, assemblies and packages supplied with a gross weight over 1kg. The forms and content of such markings shall be subject to the Approval of the Electricity North West Circuits Policy Manager.

4.6 Minimum Life Expectancy

The minimum life expectancy of all products covered by this Specification is 15 years.

4.7 Product Conformity

Preference will be given to those Suppliers who can provide suitable product conformity certification to a recognised or specified standard, or an equivalent certification.

4.8 Confirmation of Conformance

The Tenderer shall complete the conformance declaration sheets in [Appendix A](#). Failure to complete these declaration sheets may result in an unacceptable bid.

5 Requirements for Type and Routine Testing

The Electricity North West Circuits Manager shall set out the requirement of the following tests to be carried out by the Supplier at the Supplier's cost.

5.1 Requirement for Type Tests at Suppliers Premises

These are a series of one-off type tests, which are carried out to ensure the satisfactory performance of the product design, under extremes of operating stresses, and of endurance, as may be appropriate, to be determined by the Electricity North West Circuits Manager.

These may or may not be destructive tests.

5.2 Requirement for Routine Tests at the Supplier's Premises

These tests may be required to be carried out on every individual unit or component, as specified, or at some regular frequency to be determined by the Electricity North West Circuits Manager.

The results of these tests may be required to be supplied to Electricity North West with each unit purchased or retained for inspection, at a period to be determined by the Electricity North West Circuits Manager.

6 Technical Requirements

6.1 Compliance with Standards

Insulated and Insulating tools shall comply with all the electrical and mechanical requirements of BS EN ISO 60900 "Hand Tools for live working up to 1kV ac and 1.5kV dc"

Insulated and Insulating Hand Tools shall match the design concept of BS EN ISO 60900 so that any exposed uninsulated metal is very limited.

Red/Orange coloured insulation shall be used with robust and sufficient mechanical strength to withstand normal working usage.

Insulated and Insulating tools shall be designed to be used between -20° C and + 70° C.

All tools to be marked as defined in BSI EN ISO 60900, with ;

- 1000V (double triangle symbol)
- IEC EN 60900
- the name of the manufacturer
- the tool reference
- the year of manufacture.

Electricity North West company identification shall not be marked on tools supplied.

6.2 Characteristics of tools using square drives

Insulated Tools such as ratchet wrenches, sockets, and extension bars should be assembled using the square drive with a ball and spring device or by a mechanical locking device (socket lock). The insulating coating is

applied in such a way that if any part is disassembled during use, no live conductive part can be inadvertently touched.

7 Documents Referenced

DOCUMENTS REFERENCED	
Health and Safety at Work Act 1974	
Control of Substances Hazardous to Health Regulations 2002	
Manual Handling Operations Regulations 1992	
BS EN ISO 9000:	Quality management systems.
BS EN ISO 14001: 2004:	Environmental management systems. Requirements with guidance for use.
BS EN IEC 60900	Hand tools for live working up to 1000 V AC and 1500 V DC
CP311:	Equipment Approval Process.

8 Keywords

Insulated; Tools

Appendix A – Conformance Declaration

SECTION-BY-SECTION CONFORMANCE WITH SPECIFICATION

The Tenderer shall declare conformance or otherwise for each product/service or range of products/services, section-by-section, using the following Conformance Declaration Codes.

Conformance Declaration Codes:

N/A =	Clause is not applicable/appropriate to the product/service.
C1 =	The product/service conforms fully with the requirements of this clause.
C2 =	The product/service conforms partially with the requirements of this clause.
C3 =	The product/service does not conform to the requirements of this clause.
C4 =	The product/service does not currently conform to the requirements of this clause, but the manufacturer proposes to modify and test the product in order to conform.

Manufacturer:

Product/Service Description:

Product/Service Reference:

Name:

Company:

Signature:

SECTION-BY-SECTION CONFORMANCE

Section	Section Topic	Conformance Declaration Code	Remarks * (must be completed if code is not C1)
4.1	Product not to be Changed		
4.2	Electricity North West Technical Approval		
4.3	Quality Assurance		
4.4	Formulation		
4.5	Identification Markings		
4.6	Minimum Life Expectancy		
4.7	Product Conformity		
4.8	Confirmation of Conformance		
5.1	Requirements for Type Tests at the Supplier's Premises		
5.2	Requirement for Routine Tests at the Supplier's Premises		
6.1	Compliance with Standards		
6.2	Characteristics of tools with square drives		

* Applicable specifications shall be stated in the Remarks column where alternatives are quoted within a section. The Remarks column shall also be used to indicate cases where the products or services exceed the quoted specifications.