ELECTRIC SHOCK AND/OR INCIDENT REPORT

for the Office of the Technical Regulator

Government of South Australia

VICTIM—*Name*				Phone No	
Address					
Occupation		Injuries received			
Location of medical treatment if obtained					

INCIDENT SITE—*Occupiers name*							
Address							
Incident date		Phone No		Fax No		SAHT property Yes ☐ No ☐	
Reported to network operator by				Date		Time	
Reported to OTR by				Date		Time	

INCIDENT DETAILS *Location—e.g. bathroom, kitchen*	
What was contacted for the shock current to enter and leave the victim—*e.g. tap & bath*	
Where did the current enter and leave the body—*e.g. left hand to right foot*	
Please describe how the shock was received	

TEST RESULTS					
Voltage measured between the surfaces contacted which caused the shock current to pass to the victim.					
1. on arrival	volts	2. after remedy	volts	System voltage	volts
Test instruments e.g. Analogue voltmeter, manufacturer, model.					

PRODUCT OR EQUIPMENT INVOLVED					
Article	Trade name	Model	Approval No.	Insulation Ω	Earth Ω
Property damage details					

INVESTIGATION	
Cause of incident identified as	
Action taken to make safe	
Job referred to—e.g. Network operator to check service	

INVESTIGATORS—*Name*					
Electrical Workers Reg No		Phone No		Fax No	
Employer					
Address					
Date/s of investigation		Person compiling report			
Signature		Title		Date	
OTR USE	Voltage measured between the surfaces contacted which caused the shock current to pass to the victim.				
1. on arrival	volts with a	kW / Amps load (1 phase) in the neutral/earth conductor			
2. after remedy	volts with a	kW / Amps load (1 phase) in the neutral/earth conductor			

Please forward to: Office of the Technical Regulator, GPO Box 320 ADELAIDE SA 5001
Facsimile (08) 8226 5529 Email: otrmail@sa.gov.au Phone: (08) 8226 5518 Business Hours (1800 558 811 emergency only)

CODE REFERENCES Please tick only one answer in each of the 4 sections

1. LOCATION		Tick one
L1	HOME	
L2	WORKPLACE	

2. VICTIM		Tick one
V1	SUPPLY INDUSTRY WORKER	
V2	ELECTRICAL WORKER – LICENSED	
V3	NON ELECTRICAL WORKER – OTHER TRADE	
V4	GENERAL PUBLIC	

3. CAUSE		Tick one
C1	FAILURE / DETERIORATION	
C2	MISUSE / INTERFERENCE - DELIBERATE	
C3	MISUSE / INTERFERENCE - ACCIDENT	
C4	ELECTRICAL WORKER – WORK PRACTICE	
C5	OTHER	

4. INSTALLATION		Tick one
ELECTRICITY DISTRIBUTOR		
Da	OVERHEAD LINE – FIXED	
Db	OVERHEAD – FALLEN	
Dc	UNDERGROUND LINE – FIXED	
Dd	SUBSTATION	
De1	CONSUMERS SERVICE – OVERHEAD FIXED	
De2	CONSUMERS SERVICE – OVERHEAD FALLEN	
De3	CONSUMERS SERVICE - UNDERGROUND	
Df	OTHER	
CONSUMER INSTALLATION		
CIa	INSTALLATION WIRING	
CIb	FIXED EQUIPMENT	
CIc	OTHER	
CONSUMER EQUIPMENT		
CEa	FLEXIBLE CORDS & ACCESSORIES	
CEb	APPLIANCES / PLUG IN EQUIPMENT / LAMP	
CEc	OTHER	
OTHER		
Oa	GENERATORS / INVERTERS	
Ob	OTHER	

5. SAFETY PROTECTION		Tick one
S1	RCD PROTECTION PROVIDED	
S2	RCD PROTECTION COULD HAVE REDUCED THE EFFECTS OF THE ELECTRIC SHOCK	
S3	OTHER	

OTR USE ONLY

Checked by		Date		Entered into sparky		C
CODE	**L**	**V**	**C**		**D/C/O**	**S**

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Please answer the following questions:

1. When did the injured person start the activity and/or join the project?
2. What was the injured person's responsibility on this project?
3. What was the injured person doing?
4. Who had assigned the injured person to the task?
5. Who had instructed the injured person & what instruction was given?
6. What tools, machinery, plant or equipment were being used?
7. What did the injured person and/or any witnesses see that was unsafe?
8. When was something first observed to be wrong & who was notified?
9. Who authorised and energised the device which caused the electric shock?
10. Who witnessed the accident, events leading up to the accident, or was working with the injured person? (e.g. workmates, other contractors, clients etc.)
11. Why was the item not de-energised, shutdown completely or otherwise made safe?
12. Why did the injury occur?
13. When did the supervisor last see the injured person, & was the supervisor notified when things started to go wrong?
14. What action has been taken to prevent any recurrence?
15. What other near misses or similar accidents have occurred?
16. What safety rules, regulations or work practices apply to the task being performed?
17. How would the injured person have known that the item was "live" or "dangerous"?
18. Was personal protective equipment (PPE) provided? and used?
19. What PPE was used?

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FOR YOUR INFORMATION

Extract from the *Electricity Act 1996*

63—Reporting of accidents etc

(1) If an accident involving or associated with any electricity infrastructure, electrical installation or electrical equipment results in electric shock, electrical burns or a prescribed fire the accident must be reported as required under the regulations—

(a) if the accident involves part of an electricity entity's infrastructure—by the electricity entity; or

(b) if the accident happens while an electrical worker is working on an electrical installation or equipment and the electrical worker is able to make the report—by the electrical worker; or

(c) in any other case—by the occupier of the place in which the accident happens.

Maximum penalty: $5 000.

Expiation fee: $315.

(2) Despite subsection (1)(c), an occupier is not required to report an accident that results in a prescribed fire.

(3) For the purposes of an investigation of an accident of a kind referred to in subsection (1), the Technical Regulator may prohibit, restrict or regulate access to any infrastructure, installation or equipment involved in or associated with the accident.

(4) A person must not alter or interfere with—

(a) any infrastructure, installation or equipment involved in or associated with an accident of a kind referred to in subsection (1); or

(b) anything prohibiting, restricting or regulating access to any such infrastructure, installation or equipment.

Maximum penalty: $10 000.

Expiation fee: $315.

(5) Despite subsections (3) and (4), a person may alter or interfere with the infrastructure, installation or equipment or anything prohibiting, restricting or regulating access to it—

(a) if to do so is necessary to—

(i) maintain the integrity of a network; or

(ii) avert an immediate and serious danger to a person or property; or

(b) with the approval of the Technical Regulator.

(6) In this section—

prescribed fire means a fire that involves the attendance of an officer (including a volunteer officer) or employee of an emergency services organisation within the meaning of the *Fire and Emergency Services Act 2005*.

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Extract from the *Electricity (General) Regulations 2012*

Division 4—Reporting and investigation of accidents

70—Reporting of accidents

(1) For the purposes of section 63 of the Act, a report must be made to the Technical Regulator of the details of the accident—

(a) in the case of a death resulting from the accident—immediately by telephone;

(b) in the case of a person requiring medical assistance resulting from the accident—within 1 working day of the accident;

(c) in any other case—within 10 working days of the accident.

(2) An electricity entity or person who is required to report an accident in accordance with section 63 of the Act must provide the Technical Regulator with such further details of the accident as the Technical Regulator reasonably requires.

(3) An electricity entity that operates a transmission or distribution network must—

(a) promptly investigate any accident that involves electric shock or electrical burns that may have been caused by the operation or condition of the transmission or distribution network or an electrical installation connected to the network and report the results of the investigation to the Technical Regulator in the form, and containing the details, required by the Technical Regulator; and

(b) comply with any direction given by the Technical Regulator relating to the investigation of an accident to which section 63 of the Act relates, including a direction to conduct such examinations and tests as are required by the Technical Regulator.

(4) If in the course of an investigation under subregulation (3) it is determined that the electric shock or electrical burns were caused by an electrical installation connected to the network, the electricity entity must report that result to the Technical Regulator and need not proceed further with the investigation.

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