



Part of Energy Queensland

## Network Data Standard

# Standard for As Constructed Drawing

These standards created and made available are for the construction of Energy Queensland infrastructure. These standards ensure meeting of Energy Queensland's requirements. External companies should not use these standards to construct non-Energy Queensland assets.

If this standard is a printed version, to ensure compliance, reference must be made to the Energex internet site [www.energex.com.au](http://www.energex.com.au) to obtain the latest version.

Approver	Julian James General Manager Grid Investment
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**Abstract:** This document outlines the standards and requirements for capturing and submitting field data related to changes in the ENERGEX electrical network. It defines the purpose of works plans in communicating tasks and supporting accurate GIS representation of transmission and distribution assets. The standard applies to construction, emergency, storm-related, and work-order-based activities, ensuring consistent and timely submission of network asset information to ENERGEX Network Data. It details the types and formats of data required for additions, modifications, and removals, with specific guidance for distribution assets and supplementary requirements for major substation and transmission works. Compliance is mandatory and subject to audit to uphold data quality and regulatory expectations.

## CONTENTS

1	Overview .....	4
1.1	Purpose .....	4
1.2	Scope .....	4
2	References .....	4
2.1	Legislation, Regulations, Rules, and Codes .....	4
2.2	Controlled Documents.....	5
3	Definitions and Abbreviations .....	5
3.1	Definitions .....	5
3.2	Abbreviations .....	6
4	Purpose of As Constructed Notification / Workspan .....	8
4.1	Reasons for Capturing Field Data from Construction Works .....	8
4.2	Uses of As Constructed Information.....	8
5	Capturing Information.....	9
5.1	Responsibilities .....	9
5.2	Staged Projects.....	10
5.3	Marking Up .....	10
5.4	Partial As Constructed Workspans .....	11
5.5	Signing Off .....	12
5.6	P1/P2 Project As Constructed Workspans .....	12
5.7	Email As Constructed Workspans .....	12
5.8	Fast Track Designs .....	13
5.9	Construction work(s) Completed Without Detailed Design .....	13
5.10	HV Apparatus Pre-Commissioning Sheets.....	14
5.11	Line Fault Indicators.....	15
5.12	Network Attachment Points .....	15
5.13	LV Open Points.....	15
5.14	Substation Ellipse/NFM Data Recording and Notification Advice .....	16
5.15	Information Not Relevant .....	16
5.16	Information to be Captured .....	16
	Workspan Section – Detailed Explanation.....	18
A.1	Schematics.....	18
A.2	Plan and Details .....	20

## TABLES

Table 1:	Minimum Data Specification .....	14
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# Standard for As Constructed Drawing



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Table 2: Schematics .....	18
Table 3: Plan and Details .....	20

## 1 Overview

### 1.1 Purpose

The ENERGEX electrical network is made up of numerous sites where equipment is installed to supply, support and deliver electrical energy. The purpose of a worksplan is to describe a task and provide information on what GIS to graphically represent as ENERGEX's transmission and distribution electrical network.

This document provides the standards for data capture for construction projects, non-planned emergency work and work completed under a Peace PTJ or Ellipse work order. It is imperative that equivalent information be recorded by crews performing all work above including emergency and storm related works are forwarded to Network Data within the business KPI targets as listed in this document. Compliance with this standard is mandatory and subject to audit inspection and reporting.

### 1.2 Scope

This document describes ENERGEX's data requirements for changes to network assets as a result of field-based activities including additions/ updates/ modifications/ removals.

This details the type of field data that must be supplied from the construction activities and the format in which it is to be completed. This also provides details on ENERGEX's time requirements in submitting notification of Construction details to ENERGEX Network Data.

The document principally applies to the ENERGEX distribution network from construction activities such as residential estates, commercial/industrial developments and augmentation projects and includes sub transmission and transmission networks that exist outside of the substation fence. However, Appendices 1 – 3 describe special additional requirements pertaining to major substation, overhead and underground transmission works respectively. This standard does not apply for work carried out on non-ENERGEX assets, although it may be used as a guide. This standard is only to be used for works completed on the distribution network up to the point of the fence of a Relay Controlled Substation.

## 2 References

### 2.1 Legislation, Regulations, Rules, and Codes

Document	Type
Australian Energy Regulator (AER) Value of Customer Reliability Final report on VCR values (December 2019)	Reference
Distribution Authority D07/98 Energex Limited	Legislation
Distribution Authority D01/99 Ergon Energy Corporation Limited	Legislation
<i>Electricity Act 1994</i> (Qld)	Legislation
Electricity Regulation 2006 (Qld)	Regulation
<i>Electrical Safety Act 2002</i> (Qld)	Legislation
Electrical Safety Code of Practice – Works, 2020 (Queensland Government)	Code
Electrical Safety Regulation 2013 (Qld)	Regulation

Document	Type
Electricity – National Scheme ( <i>Queensland</i> ) Act 1997 (Qld)	Legislation
Environmental Protection Act, 1994 (Queensland Government)	Legislation
National Electricity ( <i>Queensland</i> ) Law, as defined in the <i>Electricity – National Scheme (Queensland) Act 1997 (Qld)</i>	Legislation
Managing electrical risks in the workplace - Code of Practice 2021	Code of Practice
National Energy Retail Law (Queensland) Act 2014 (Qld)	Legislation
National Energy Retail Law (Queensland), as defined in the <i>National Energy Retail Law (Queensland) Act 2014 (Qld)</i>	Legislation
National Electricity Law	Legislation
National Electricity Rules	Regulation
<i>Professional Engineers Act 2002 (Qld)</i>	Legislation
<i>Queensland Heritage Act 1992 (Qld)</i>	Legislation
<i>Queensland WH&amp;S Regulation 2011</i>	Legislation
<i>Sustainable Planning Act 2009 (Qld)</i> Legislation	Legislation
Energex Distribution Annual Planning Report (DAPR)	Reference
Ergon Energy Distribution Annual Planning Report (DAPR)	Reference

## 2.2 Controlled Documents

Data Maintenance Tool Standard – 3061786

Network Attachment Point Record for the Electricity Network – 3064923

## 3 Definitions and Abbreviations

### 3.1 Abbreviations

This list does not include well-known unambiguous abbreviations, or abbreviations defined at their first occurrence within the text.

4C	4 core
AC	Asbestos Cement – Duct material
Al	Aluminium – Conductor material
Align.	Alignment within footpath or roadway, normally relative to RP boundary but in some instances may be relative to face of kerb
BBCC	Broadband Communications Cable
BFK	Behind Face of Kerb

# Standard for As Constructed Drawing



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Cadastre	Map showing surveyed boundaries of properties and roadways
Cadastral Node	Junction or corner of survey boundaries where a survey peg would be placed
CBD	Central Business District
CFS	Combined Fuse Switch
CM, or Cons. mains	Consumer's Mains – consumer's main cables running from consumer's terminals to meter box/switchboard
Cu	Copper – Conductor material
EOB	Edge of Bitumen
Ex.	Existing
FC, or FRC	Fibrous Cement – duct material
FCO	Field Construction Officer
G	Gas
GIS	Geographic Information System – a computerised mapping system showing ENERGEX asset locations overlaid on cadastre
GSW	Ground Stay (Wrapped)
GT	Ground Transformer
HV	High Voltage
ID	Identification
JU	Joint Use
KBS	King Bolt Spacing
LV	Low Voltage
NFM	Network Facilities Management – a database of ENERGEX assets, which works in association with the GIS.
NECF	National Energy Customer Framework
OH	Overhead
OHEW	Overhead Earth Wire
OV	Optus Vision
PC	Pilot Cable
PLY	Paper Lead Alloy – cable insulation and sheath type
PMT	Padmount Ground Transformer (Kiosk)
Prop.	Proposed
PT	Pole Transformer

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# Standard for As Constructed Drawing



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PVC	Polyvinyl chloride – an insulating material used within cables, also a duct material
RL	Reduced Level – height relative to a datum
RMU	Ring Main Unit
RP	Real Property – a surveyed property lot, not a roadway.
RPEQ	Registered Professional Engineer, Queensland
SACS	Substation Automatic Control System
S, or Sew	Sewer
SL	Streetlight
SSW	Sidewalk Stay (Wrapped)
SW	Storm Water
T, or Tel.	Telstra
UG	Underground
W	Water
WGL	Work Group Leader
XLPE	Cross-linked polyethylene – an insulating material used within cables
YOM	Year of Manufacture

## 4 Purpose of As Constructed Notification / Workplan

### 4.1 Reasons for Capturing Field Data from Construction Works

There are several reasons why it is necessary to capture field data during construction:

- 1) There are limitations to what can be determined within the design office. Certain elements of the installation may be best left to the construction crew to determine on site, such as:
  - determining precise locations of cable joints, dependent upon conditions below ground, actual cable lengths on drums, ease of cable pulling etc
  - determining suitable fittings, locations or methods where insufficient information is available to designer, e.g., existing cable types unknown, site not surveyed or accessible
  - determining whether certain existing network components need to be replaced. This is not always obvious from ground level or until equipment is disassembled.
  - determining which side of a low voltage open point a customer service is to be connected to
  - determining what tap setting a distribution transformer is installed on
- 2) During construction it is sometimes necessary to deviate from the original design, for reasons such as:
  - unavailability of materials – substitution required
  - unforeseen problems, e.g., other underground services obstructing electricity allocation in footpath, blocked duct
  - original design in error or impractical
  - late change by another party e.g., developer

### 4.2 Uses of As Constructed Information

The primary purpose of As Constructed drawings is to facilitate accurate recording of the electricity network. These records take various forms, such as:

- mains maps
- schematic diagrams
- computer databases (GIS/NFM and other systems)
- pit cards

It is crucial that records are up-to-date and accurate, as these support functions such as:

- NECF
- switching and control of the network
- fault location and repairs, possibly under emergency conditions
- servicing inquiries through the BYDA (Before You Dig Australia)
- planning and design of future works – extensions, augmentation works etc.

- maintenance planning
- outage management

The information is relatively easy to capture at the time of construction; it is much more difficult, or even impossible, to obtain later, particularly for underground components.

For example, it may be necessary to locate a cable joint that has developed a fault, interrupting supply to many consumers. If the joint location is well documented then the joint can be found with ease, allowing repairs to be performed without delay and minimising damage to the surface above.

As Constructed drawings also alert construction auditors and designers to any deliberate changes made by construction staff, so that these are not perceived as errors. They also alert testing and commissioning crews to any changes made to the original scheme. It is critical that feedback to design is provided to enable the learning/feedback process to continue.

As Constructed drawings also have **legal significance**. The constructor certifies how the network was actually installed. If any problems become apparent at a later stage, e.g., cable installed on an incorrect alignment or depth, then the problem can be traced to the responsible person.

## 5 Capturing Information

### 5.1 Responsibilities

#### 5.1.1 Planning & Design / Short Cycle Officer

Staff completing designs shall provide comprehensive details of the network on a worksplan for the works to be completed from. The details provided shall include any relevant existing information as well as all proposed works. Where inaccurate information has been discovered in the field whilst completing the design, the preferred option to have this rectified is to notify DataHelp via [datahelp@energex.com.au](mailto:datahelp@energex.com.au) or phone (07) 3664 DATA (3664 3282) so that the records can be updated prior to the construction work(s) commencing, alternatively please incorporate the changes into the worksplan and provide detailed notes for the attention of Network Data.

#### 5.1.2 Construction

All Construction staff are responsible for providing sufficient information for the construction work(s) in a format that allows Network Data to process within our corporate systems. For projects where a worksplan has been provided it is expected that staff will mark up any changes to the original design from construction and/or recording supplementary information such as dimensions. The actual network installed must be recorded on the worksplan. The mark-ups to the worksplan must be completed in legible handwriting in red pen. Supporting commissioning sheets must be attached to the worksplan and must be completed in full also in legible handwriting.

For projects with multiple work groups all changes to the worksplan after the date of issue must be marked up in writing and provided to all of the work groups. If the changes are major, contact the designer and have the plan revised and re-issued to all work groups.

As Constructed drawings also have legal significance. The constructor certifies how the network was actually installed. If any problems become apparent at a later stage, e.g., cable installed on an incorrect alignment or depth, and then the problem can be traced to the responsible person.

Construction staff are encouraged to provide feedback to the designer when alterations to the worksplan are required as a result of an incorrect design, or a change based on improving the

network. This feedback may be initiated by marking clear feedback about the design on the As Constructed Stamp (if applicable).

It is noted that in some locations the responsibility for completing the As Constructed Stamp may be the responsibility of the FCO/WGO/WGL, however all staff are responsible for contributing sufficient information to enable accurate capturing of constructions.

### 5.1.3 The Timely Return of As Constructed Records (including Worksplan)

The timely entering of Network data is essential to ensure that operations and the safety of Staff, contractors and the public is maintained. As Constructed records (including required forms/worksplan) are to be received at Network Data within 10 business days of commissioning of any asset, the electrical completion of a project or the practical completion of a project stage or non-commissioned constructions. Don't delay As Constructed plans for civil backfill or old pole recoveries to be completed.

Field crews and contract resources have 10 business days to submit the As Constructed records CSS (Corporate Shared Services) for submission to Network Data, Network Data then have 10 Business days to update the relevant systems to ensure all electrical network assets to be represented accurately in corporate information systems (e.g., NFM, GIS, Powerfactory, etc.) as soon as possible to reflect the energised state of the network regardless of whether the work was completed by internal or contract resources and regardless of voltage.

## 5.2 Staged Projects

For large projects that are constructed and commissioned in stages, "As Constructed" drawings shall be submitted for each stage. It is essential that network records be updated as soon as possible after the electrical completion.

For complex projects please contact Network Data for advice on project set up in Ellipse in relation to Network Data Work Order and POW requirements.

## 5.3 Marking Up

All alterations and notes made on the plan(s) submitted to Network Data must be marked up in red ink on an original sized copy of the construction plan. Reducing the paper size for an As Constructed Drawing is not permitted.

Worksplan often contain some redundancy, with information appearing on both the plan and within schedules. Mark-ups should be made to all occurrences of an item of information where alteration is necessary (including schematics).

## 5.4 Partial As Constructed Workspans

### 1. When only one work group has completed their work.

- *e.g. – A worksplan contains both UG and OH and just UG is completed – a UG partial As Constructed must be submitted. Please clearly mark the schedules and drawing(s) with the work that was completed/not completed (whichever is easier).*

OR

### 2. Some of the work is completed and there will be a greater than a 10-business day delay in completing the rest of the worksplan.

- *e.g. – Multi Page REPEX/CTG/CTS projects covering multiple work areas where the pages are completed independently – a Partial OH As Constructed for the completed sheets must be submitted. Only the completed sheets are required.*

Just complete the sheets that you have worked on, no need for all sheets to be completed if the work is partially constructed, particularly as other work groups may have completed the other pages.

HV Apparatus Commissioning & Maintenance Sheet (Form 1175) may be submitted along with Partial As Constructed workspans if changes have been made to any plant items e.g. – New Transformer installed.

# Standard for As Constructed Drawing



## 5.5 Signing Off

Regardless of the stamp you are using ensure on the first page you complete the following in a legible manner.

- Your Name & Signature
- Phone Number
- Date Completed
- Partial/Final
- Network Commissioned option
- Feedback to Design indication

<input checked="" type="checkbox"/> FINAL	AS	<input type="checkbox"/> OR	CONSTRUCTED
PARTIAL	AS		CONSTRUCTED
<input type="checkbox"/> OH /		<input type="checkbox"/> UG /	<input type="checkbox"/> CIVIL
NETWORK COMMISSIONED			<input checked="" type="checkbox"/> YES / NO
SIGNATURE <i>Mark Jenkins</i>			
NAME <i>Mark Jenkins</i>			
PHONE <i>0488 765731</i>		DATE <i>9/9/16</i>	
FEEDBACK DESIGN			<input checked="" type="checkbox"/> YES / NO

FINAL / PARTIAL AS CONSTRUCTED	
LL / OH / UG / RR / CIVIL ONLY	
NETWORK COMMISSIONED YES/ NO	
SIGNATURE:	
NAME:	
PHONE:	DATE:
FEEDBACK TO DESIGN YES/NO	

Every sheet of the worksplan shall be stamped either Partial As Constructed or Final As Constructed, signed and dated.

If works are staged, worksplans must be stamped Partial As Constructed and it should be indicated if works completed are overhead, underground or civil works. The worksplan should be marked up indicating which work is partial.

Attach all Commissioning sheets including the HV Apparatus Commissioning & Maintenance Sheet (Form 1175). A carbon Copy (yellow Copy) is acceptable provided all relevant details section on the top of the form is completed.

**Please note that Form #2928 Transformer & RMU Commissioning Sheet is not required to be sent to Network Data and is to be provided to the WGL for checking.**

## 5.6 P1/P2 Project As Constructed Worksplans

Network Data recognise the importance of processing priority P1 & P2 projects within a reduced cycle time to normal As Constructed works. Please ensure P1/P2 As Constructed records are clearly marked.

The email address is - [AsConNDS@energex.com.au](mailto:AsConNDS@energex.com.au)

Email Subject line: P1 or P0 to be added to start of the subject line naming convention below

## 5.7 Email As Constructed Worksplans

Network Data has transitioned to being electronic processing and no longer accepts paper copies of As Constructed worksplans. All records for construction must now be emailed to Network Data.

Scanned copies of the worksplan(s) and supporting commissioning sheets are to be attached to the email. Links to Master Projects or other electronic folder locations are not to be included.

The email address is - [AsConNDS@energex.com.au](mailto:AsConNDS@energex.com.au)

**Email Subject line is to be named:**

Hub Area, NDS WO#, Construction Project #, Final/Partial, mark-ups/No Mark-ups, Name of person signing off plans, Date of As Constructed, Contractor company if not Energex

**Naming Convention for scanned files:**

Construction Project #\_OH UG CVL\_Final/Partial As Cons\_MarkUps\_ X Sheets of X\_Name of signing officer\_Date of construction.

## 5.8 Fast Track Designs

Construction work(s) completed from an A4 or A3 worksplan template still require the same minimum information as that of a detailed design.

Staff completing a design under the speedy sketch system need to ensure that the information provided is sufficient for Network Data to be able to complete the data capture. Please refer to the Minimum Data Specifications Table on the next page for examples.

## 5.9 Construction work(s) Completed Without Detailed Design

There are occasions where detailed designs are not being completed for construction works(s). For works completed in this way a detailed description of the work(s) in the form of an As Constructed needs to be completed. Sufficient details must be provided to Network Data, including wording “like for like replacement” on an EnerGISE map or Ellipse Work Order printout is not sufficient.

An EnerGISE map may be submitted as an As Construction plan provided the right amount of information is provided as per the table on the next page.

Energex has a series of Fast Track Design Templates on an A4/A3 size form that may be used to support the EnerGISE print to form an As Constructed worksplan. These forms include:

- 527 – Site Schedule - RMU Upgrade/Recover Worksheet
- 1576 – Worksplan A3 GIS
- 1580 – Replace Unserviceable Pole
- 1581 – Site Schedule – Pole Transformer Install/Upgrade/Recovery Worksheet
- 1583 – Site Schedule – Component Installation/Recovery for Crossarms/Ground Stays/Overhead
- 1584 – Underground Pole to Pillar
- 1587 – Cross Street Pole Installation Worksheet
- 1588 – Site Schedule Padmount Transformer – Upgrade/Recovery Worksheet
- 1589 – Ground Transformer Upgrade/Recovery Worksheet
- 1590 – Pole/Component – Installation/Recovery
- 1592 – Streetlight Pole replacement Worksheet

Please note: - These forms have been designed as a “Scoping” pre-construction focus and if used to support an As Constructed record some of the fields will not be required to be completed.

Minimum Data Specifications Table:

**Table 1: Minimum Data Specification**

Short Cycle Work Category (categorised as work without detailed design completed)	Work type	Network Data Minimum Requirements(Inc. NDS Work Order)			Optional fast Track Design form to be sent to NDS
		GIS Map	Additional Information to be provided with/on the GIS Map	Mandatory Commissioning Sheets	
Replace Unserviceable Pole – SU/LV/11kV/33kV.	Planned work (e.g. like for like)/Emergency Replacements/ Damage to Energex Property	Optional	Pole Size, Sinking Depth, Foundation Type, Alignment to Kerb, Distance from old site to new (include Direction), Overhead Construction Information,	Nil	Form 1587
Replace/Upgrade Pole Transformer	Planned & Emergency work (e.g. transformer size for size, tank & minor changes to station including bridging, LV links, EDO arm).	Optional	EDO Assembly, EDO Fuse Size, Live Line Clamps, LV Configuration including Disc Link/Fuses, HV Configuration	Form 1175	Form 1581
Replace Air Break Switches	Planned & Emergency (e.g. like for like).	Optional	Nil	Nil	Form 1583
Component changes and Minor Network Alterations	Planned Minor works (at one site typically)/Emergency Replacements/ e.g. - cross arm or trident replacements, Changing of EDO arms or installation of LV fuses/DL's	Optional	Construction information e.g. – cross arm type, Fuse Type	Nil	Form 1590
Upgrade Air Break Switches	Planned & Emergency (e.g. replace with non-remotely controlled pole top mounted LBS).	Optional	Mid Pole/Top Pole Mounting confirmation by either supplying F1577 or marking up As Constructed Plans.	LBS Pre-Com Sheet F1577 (Must be completed however optional to send to NDS)	Form 1583
Replace Padmount Transformer	Planned & Emergency (e.g. like for like replacement, same configuration and site at current standards).	Optional	If any circuits changed or cables changed then LV Circuit Labels, HV Circuit Labels, cable information	Form 1175	Form 1588
Replace/Upgrade Ground Transformer / RMU	Planned & Emergency (e.g. like for like replacement, same configuration and site at current standards).	Optional	If any circuits changed or cables changed then LV Circuit Labels, HV Circuit Labels, cable information	Form 1175	Form 1589
Replace/Upgrade RMU	All	Optional	If any circuits changed or cables changed then LV Circuit Labels, HV Circuit Labels, cable information	Form 1175	Form 1589
Replace LV UG Link Pillars	All	Optional	If any circuits changed or cables changed then LV Circuit Labels and cable information, any joint information	Nil	Form 1584
Replace LV Pillar	All	Optional	Number of fuses, Configuration e.g. - 2 way, 3 way	Nil	Form 1584

## 5.9.1 Bulk Work Completions for Particular NAMP Lines with no Detailed Design

Network Data do receive As Constructed records where there has not been a detailed As Issued or As Constructed worksplan created. For certain work types such as bulk ABS replacements on existing poles the minimum information required is a printout of the HV Panel with the changes written on or a copy of the approved current project scope statement. Please contact Network Data prior to utilising this method of advice.

## 5.10 HV Apparatus Pre-Commissioning Sheets

HV Apparatus Pre-Commissioning sheets (Form 1175) must be sent to Network Data attached to the As Constructed worksplan. This form has been made as a triplicate book so that the original copy can be handed to switching crews if the energisation is completed by another crew, the yellow carbon copy is to be returned with the As Constructed Plans to POW Support to forward to Network Data and the pink carbon copy is to remain within the booklet. It is acceptable for the carbon copy to not be totally completed provided the complete all relevant details section on the top of the form is completed.

**Please note that Form #2928 Transformer & RMU Commissioning Sheet is not required to be sent to Network Data and is to be provided to the WGL for checking.**

The HV Apparatus Pre-Commissioning sheets should be sent to Network Data within 10 business days of commissioning date.

Loose HV Apparatus Pre-Commissioning sheets shall have the Ellipse Project number/Construction Work order number located on the form for easy identification.

## 5.11 Line Fault Indicators

Form 2224 (Installation, Removal, Replacement or Relocation of Line Fault Indicators – Data Sheet) must be forwarded to Network Data. The form must include the following data:

Site identification:

- Between key sites (for relocation and installation only)
- Location – street name and suburb
- Type of LFI being installed
- New address (where being relocated only)
- Printed name, signature, contact phone and date for responsible person completing job
- Form 2224 should be sent within 10 business days of installation to Network Data for Planet to be updated.

## 5.12 Network Attachment Points

The need to be able to identify the Supply Source for premises has never been more important. Collecting the upstream pole/pillar is critical for Network Data to know which side of the LV Open Point the service is connected to.

Each new or transferred overhead service needs to have an OH Service form completed and returned to POW Support for entry into Peace, this applies to all planned/non-planned work.

Paper Forms

- 8877 – Installation Connection Record Sheet
- 1024 – Overhead Services – Inspection/Maintenance Data Sheet
- 1019 – Overhead Services – Inspection/Maintenance Data Sheet

FFA Service Forms

- 13 – OH Service Replacement System Generated (Peace Jobs)
- 11 – Adds & Alts (Peace Jobs)
- 10 – New Connections (Peace Jobs)

Whilst it is the preference for the As Constructed Workspans to be marked up with the services so that a visual representation can be followed this is not mandatory provided the Service form is completed.

## 5.13 LV Open Points

Notifications of changes to LV open points need to be supplied to DataHelp. For changes that are part of a worksplan, please red pen any alterations to the open point location or configuration and please mark the customer supply side of the open point for all services at that site.

For changes to the switch position or location that are part of switching/non worksplan construction work such as emergency work please ensure you notify DataHelp via email [datahelp@energex.com.au](mailto:datahelp@energex.com.au) or phone (07) 3664 DATA (3664 3282) of the change(s). Please include

information for the customer supply side of the open point for all services at that site so that Network Attachment Points can be updated.

Changes that are of a temporary nature are still to follow the current abnormalities process and only at the point where the abnormality is removed, and the switch status remains are Network Data to be informed via the methods mentioned above.

## 5.14 Substation Ellipse/NFM Data Recording and Notification Advice

Form 1392 (Substation Ellipse/NFM Data Recording and Notification Advice) the original form must be returned to Network Data.

The form must include the following data:

Substation name:

- Name of responsible person submitting Form 1392, and date
- Operating Number, Commissioning Date, Cyclo Reading at Commissioning, Stores Code, ENERGEX Number, Serial Number, if it is scrapped or not, and any additional comments

Form 1392 should be sent within 10 business days of commissioning date to Network Data for updating via email to [plantprocessing@energex.com.au](mailto:plantprocessing@energex.com.au)

## 5.15 Information Not Relevant

Not all the information on the worksplan is relevant once construction is completed. Construction notes, resource estimation models etc. are not relevant to any network records and have no further value to ENERGEX. Consequently, changes to these elements need not be indicated on the drawing. Similarly precise details of recovered items are not relevant, just the fact that the items were recovered – a site ID must be provided. (Any factors likely to affect job charges are a possible exception).

The exception to this is for assets that are decommissioned but remain installed e.g. – UG cable left direct buried in the ground. Sufficient details are required to ensure that the location of the asset can be determined and marked in corporate records for future use.

Changes to certain minor elements of the drawing may be too trivial to Note: e.g., details of conduit bend radius, clamps, lugs, conductor sleeves and terminations.

## 5.16 Information to be Captured

Appendix one on the following pages details the information to be noted for each segment of the worksplan. Examples are provided in the associated sketches. Note that these examples are illustrative only. Changes of the magnitude shown would not normally be necessary.

Minimum requirements are listed:

### 5.16.1 Speedy Sketches

- Worksplan sketch that includes site numbers
- Supporting scoping sheets e.g. – Form 1581 Pole Transformer Install/Upgrade/Recover Work Sheet
- Printout of HV WebView diagram for projects involving HV changes/additions

- Printout of Energise for LV open point changes – including NAP's for services from open points
- Label information including new/amended isolator/switch fuse numbers.

## 5.16.2 Workplan Designs

- Workplan drawing that includes site numbers
- Supporting schedules as required
- Schematic Drawings – including Current & Proposed LV & HV network
- NAP information for services of an open point
- Label information

## Appendix A

### Worksplan Section – Detailed Explanation

#### A.1 Schematics

HV Geographic, HV System (Schematic) Diagram, LV Geographic, Streetlight, Pilot Cable

**Table 2: Schematics**

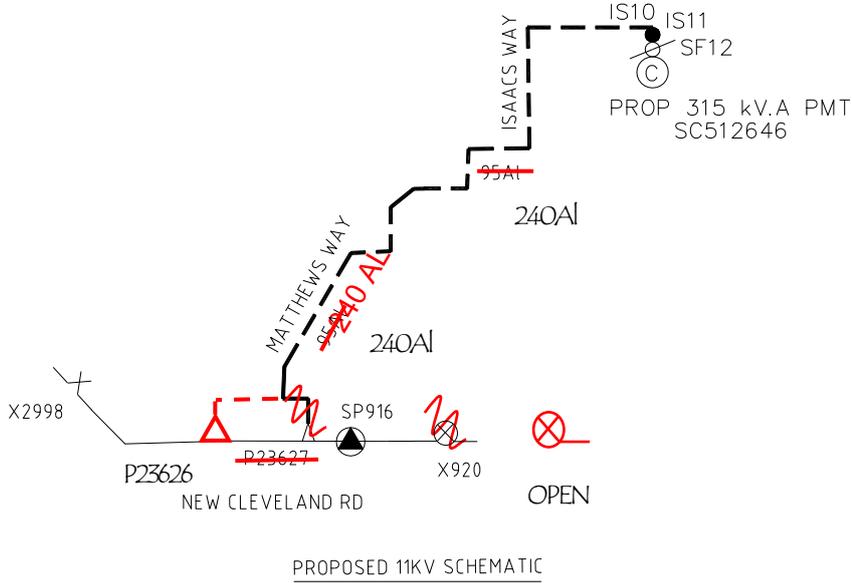
Element/Attribute	Comment
General	Schematics are a key part of the worksplan and must be 100% accurate with regard to connectivity, switching points and relationships within network.
Connectivity	Must accurately represent network configuration and connections.
Switching Points	Locations Open/Closed Status
Cable/Conductor Sizes	Show any changes. Use abbreviations, e.g., "240AI". Mark up schedule to show full details e.g., "240 AI 4C XLPE LV".
Feeder ID	Must be correct.
Phasing	Show phasing of OH mains where non-standard, i.e., where other than [N] ABC from footpath to carriageway (vertical and vertical delta constructions), or where all three phases are not present and energised.
Other	Work Site, if shown, is no longer relevant.

# Standard for As Constructed Drawing



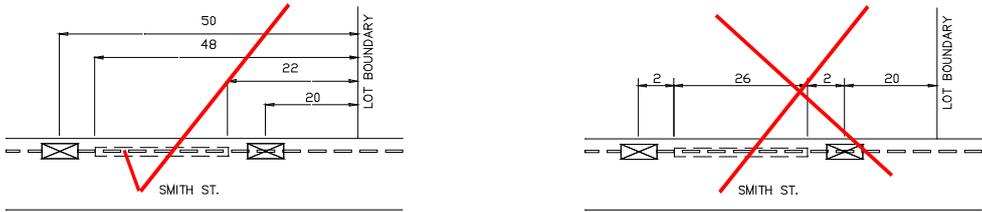
Example:

HV Schematic

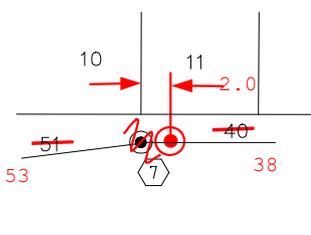
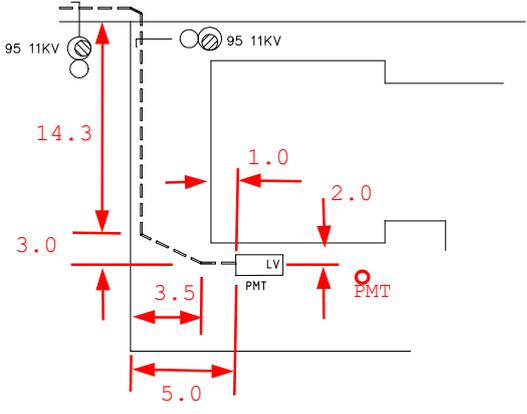
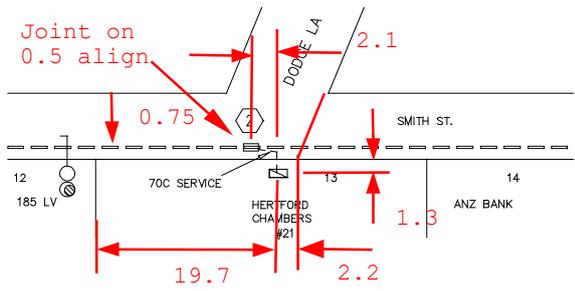


## A.2 Plan and Details

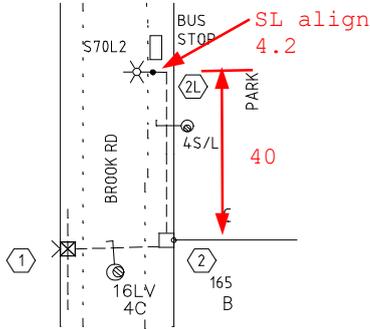
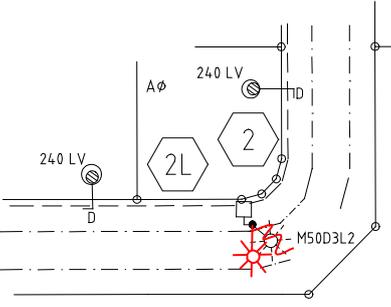
**Table 3: Plan and Details**

Element / Attribute	Comment
General	<p>As the centrepiece of the worksplan, virtually all the information on the plan and associated details ('blow-ups') is of importance. This is the main section of the plan for showing dimensions and spatial relationships.</p> <p>Any changes made should be reflected in the drawing, schedules, schematics and labels.</p>
Dimensioning	<p>Reference from:</p> <p>Cadastre (nodes/boundaries) if at all practicable – this is crucial for entry into GIS;</p> <p>Side streets or projected side streets in CBD or urban areas where lot boundaries are difficult to determine because of building frontages on property alignment;</p> <p>other ENERGEX equipment sites, provided these can be referenced to cadastre. (Span lengths may be sufficient to fix pole positions, although dimensions relative to cadastre are preferred.)</p> <p>Use supplementary dimensions. Since reference points may alter with time, these helps confirm locations minimising expensive excavation and reinstatement.</p> <p>Show 'chainage' (dimensions along the length of the street) and 'alignment' (dimension from RP boundary, or face of kerb for private roads e.g., within a community title development).</p> <p>It is preferable for all dimensions within a group to be referenced to a single point, rather than have a large number of dimensions end-to-end. This minimises cumulative error in the measurements.</p>
	
	<p>Measure to: Centre or centre-line of pole, pillar, pit lid, joint, disc, box, cable or duct group unless otherwise indicated. For larger items of equipment e.g., a PMT dimension to a centreline or edge.</p> <p>For depths, measure to crown (highest point) of cable or conduit group.</p>

# Standard for As Constructed Drawing

Element / Attribute	Comment
	<p>Typical Accuracy:</p> <p>0.2 m min. for underground.</p> <p>0.2 m align, 1.0 m chainage min. for above ground.</p> <p>It is recognized that this degree of accuracy may not be achievable within some rural locations.</p> <p>Take particular care for underground assets below roads, driveways, or sealed footpaths.</p> <p>Where necessary draw Details ('blow-ups') with expanded scale to show dimensions in small area.</p> <p>If the Construction copy of the worksplan contains dimensions, alignments, or coordinates and these have not been altered, then there is no requirement to mark-up the As Constructed drawing.</p>
<p>Examples:</p> <p>Pole Dimension</p>	
<p>Cable Dimension</p>	
<p>Service Dimension</p>	

# Standard for As Constructed Drawing

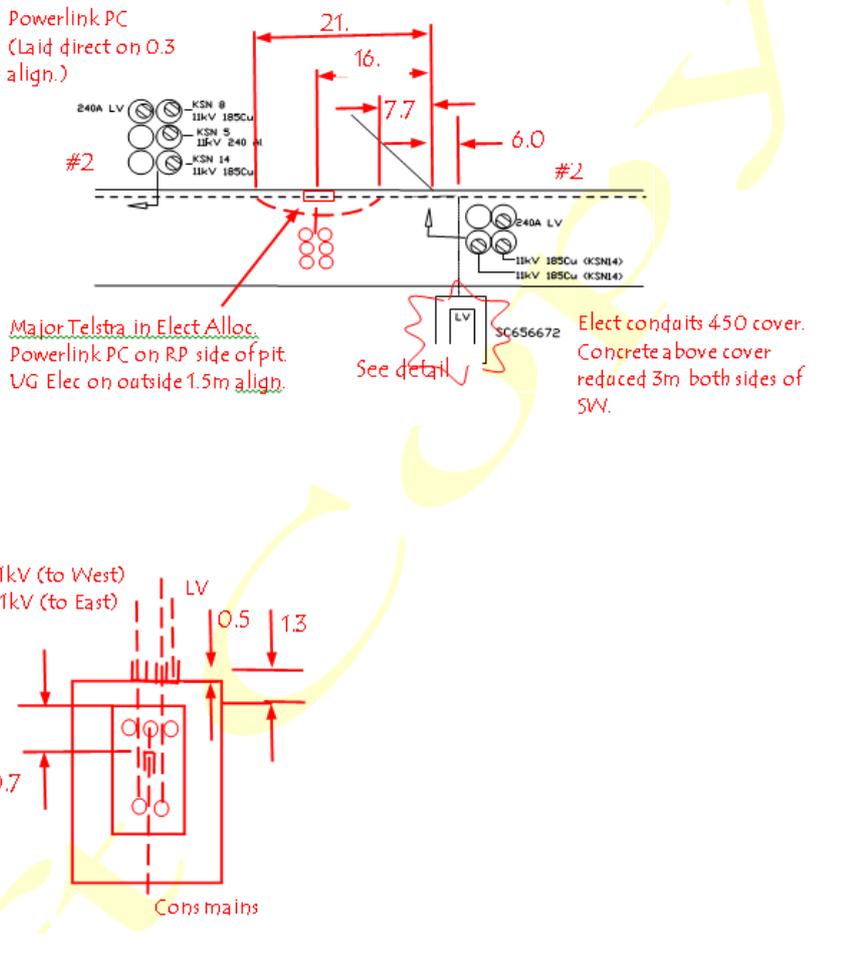
Element / Attribute	Comment
<p>SL Pole Dimension</p> 	
<p>Streetlight or Equipment Orientation</p>	<p>This should be shown clearly and correctly.</p>
<p>Example: SL Orientation</p> 	
<p>Cadastre (lot and roadway boundaries)</p>	<p>Note: any changes in vicinity of network, including changes to lot nos. (This sometimes occurs within subdivisions where there are late changes to lot layout).</p> <p>Show council-approved street names where these are missing from plan.</p> <p>Show easement and GT or PMT road reserve dimensions accurately.</p>
<p>Pole or Equipment Location</p>	<p>Dimension alignments where non-standard.</p> <p>Dimension alignments relative to RP boundary or ENERGEX Plant wherever possible.</p> <p>Show Lot Nos. or RP Nos. (or Premise Nos. if other not known) in vicinity of assets.</p> <p>For distribution substations, show equipment positions relative to site boundaries or enclosure walls.</p>
<p>Site IDs</p>	<p>Any alterations to Site IDs must be shown on both the plan and the relevant schedule.</p> <p>Any sites added that are not on the plan should be given a site ID at Branch level. Also ensure correct spec ID is given and site is added to the schedule. Always give dimensions for these sites for accurate capture.</p>

# Standard for As Constructed Drawing

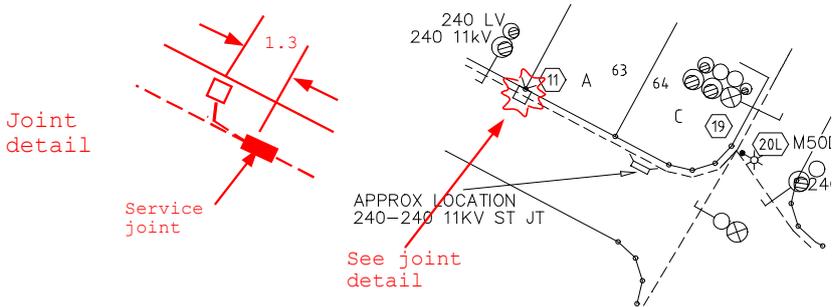


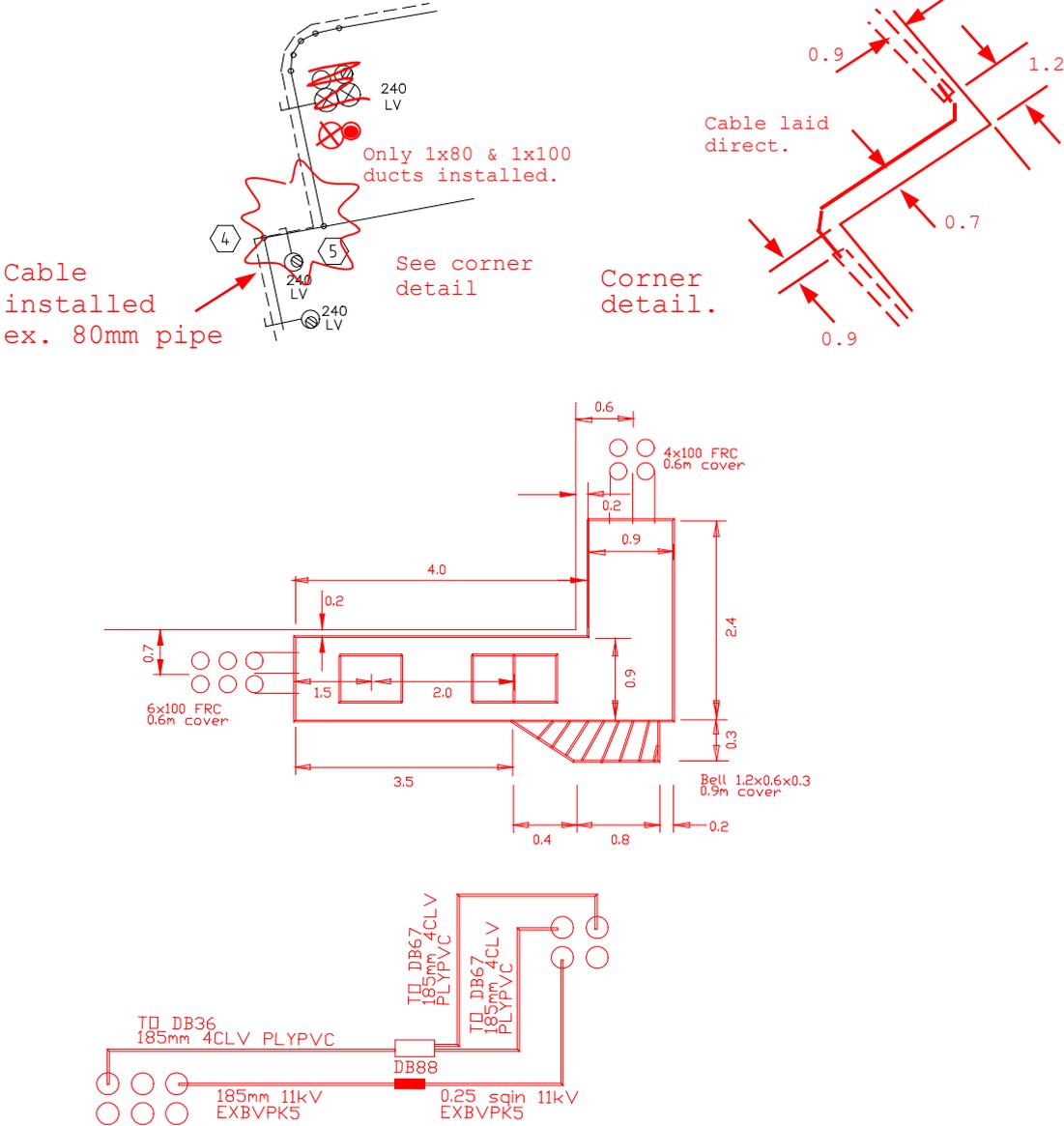
Element / Attribute	Comment
Underground Cables	<p>Dimension 'alignment' wherever non-standard.</p> <p>Dimension alignments relative to RP boundary or ENERGEX Plant wherever possible.</p> <p>Dimension 'chainage' wherever bend in cable or significant change in depth, except if this occurs directly in line with an obvious cadastral node.</p> <p>Show cable depth if:</p> <ul style="list-style-type: none"> <li>less than standard cover, or more than 0.5 m deeper than standard.</li> <li>If cover is less than standard, indicate mechanical protection used.</li> <li>Indicate where mechanical protection is absent, e.g., for tunnel bored duct.</li> </ul> <p>Show any changes to cable type on both the plan and the schedule. Use abbreviations on plan, e.g., "240 LV". Mark up schedule to show full details e.g., "240 Al 4C XLPE LV". Cable voltage should be clear.</p> <p>Where there is more than one cable of the same voltage within the trench or in close proximity, clearly identify cables with:</p> <ul style="list-style-type: none"> <li>Destinations as per Labels, or</li> <li>Feeder ID</li> </ul> <p>(The former is preferred since feeders may be reconfigured.)</p> <p>It should be clear which cables within the group terminate in pillars or other equipment, from mark-ups to the plan, schematic, or labels. Abandoned cables should be clearly indicated – along with whether cut, capped or live-end joint (pothead) at end.</p> <p>There is no requirement to show consumer's mains.</p> <p>Show any non-ENERGEX cables or optical fibres running in electricity ducts, e.g., Powerlink Pilot, Optus, traffic signal cable.</p> <p>Show any underground services in close proximity to cables if possible. Indicate reason for any short, sharp change in depth or alignment, e.g., sewer manhole, Telstra pit, stormwater pipe below.</p> <p>Show cables internal to distribution substation site with a detail if required.</p>

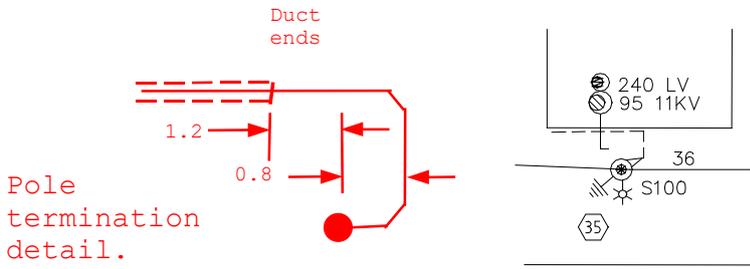
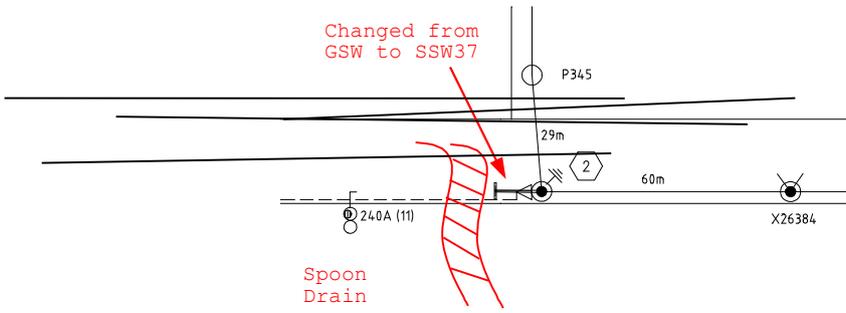
# Standard for As Constructed Drawing

Element / Attribute	Comment
<p><b>EXAMPLE</b> <b>Cable Details</b></p> <p>Note: Old style PMT shown.</p>	<p>Powerlink PC (Laid direct on O.3 align.)</p>  <p>Major Telstra in Elect Alloc. Powerlink PC on RP side of pit. Vg Elec on outside 1.5m align.</p> <p>Elect conduits 450 cover. Concrete above cover reduced 3m both sides of SW.</p> <p>See detail</p> <p>11kV (to West) 11kV (to East) LV 0.5 1.3 0.7 Cons mains PMT Detail 6.5 x 3.5 area</p>



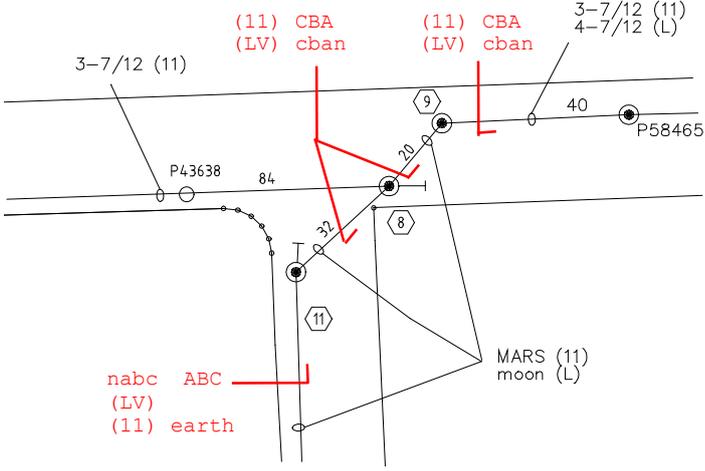
Element / Attribute	Comment
<p>Cable Joints</p> <p>(Including service T-joints, cable end caps and live end joints)</p>	<p>Dimension 'alignment' of joints outside electricity allocation.</p> <p>Dimension alignments relative to RP boundary wherever possible.</p> <p>Dimension 'chainage', except where joint is directly in line with an obvious cadastral node.</p> <p>Service T-joints in residential areas need not be dimensioned if located within 1.0 m of lot (property dividing) boundary. However, the plan should clearly show the side of the boundary on which it is located.</p> <p>Show service pillars into which cable has T-jointed.</p> <p>Record all ECMs at joint locations.</p> <p>Show nearby Lot Nos. or premise Nos. to assist in locating the joint.</p> <p>Reference joints within a building e.g., substation cable basement, to building features so that they can be identified unambiguously, remembering that other joints may be added at a later time.</p> <p>Show details of joint types on plan or in schedule.</p>
<p>Example:</p> <p>Joint Details</p>	
<p>Cable Pits</p>	<p>Dimension 'alignment' of pits outside electricity allocation.</p> <p>Dimension alignments relative to RP boundary wherever possible.</p> <p>Dimension 'chainage', except where pit is directly in line with an obvious cadastral node.</p> <p>Dimensions should generally refer to centre of pit lid. This assists in finding the entry when pit top has been covered over.</p> <p>For small streetlight pits and service pits, dimensions may be referenced to streetlight column.</p> <p>For new (or altered) large cable pits, show internal dimensions, bell mouth locations, positions and depths of incoming conduits, lid positions relative to edges. Show wall thickness, type of lid (single or double), vents and sumps.</p> <p>Where there are numerous cables or joints within a pit, show configuration as per pit card record. Show pit as though it were a box with the sides folded outward from the floor of the pit. Show cables as lines between incoming ducts. Show joints or disc. boxes on cables in relation to physical layout.</p>

Element / Attribute	Comment
<p>Example:</p> <p>Joint Pit Details</p>  <p>The diagram illustrates joint pit details for cable installation. It shows a plan view of a joint pit with two 240 LV connections. Annotations include: 'Cable installed ex. 80mm pipe', 'Only 1x80 &amp; 1x100 ducts installed.', 'See corner detail', and 'Corner detail.' The corner detail shows a 90-degree bend in the cable with dimensions of 0.9m and 1.2m. A side view shows a joint pit with dimensions: 0.6m width, 0.2m offset, 4.0m length, 0.9m depth, 2.4m height, 0.3m base, 3.5m total length, 0.4m offset, 0.8m length, and 0.2m offset. Components include 6x100 FRC 0.6m cover, 4x100 FRC 0.6m cover, and a Bell 1.2x0.6x0.3 0.9m cover. Cable types shown are TD DB36 185mm 4CLV PLYPVC, TD DB67 185mm 4CLV PLYPVC, and DB88. Cable sizes are 185mm 11kV EXBVPK5 and 0.25 sq/in 11kV EXBVPK5.</p>	
<p>Pole Terminations</p>	<p>Draw a small, dimensioned sketch for all 'non-standard' pole terminations, showing the direction of approach to the pole and the offset.</p> <p>A 'standard' termination shall be one where:</p> <ul style="list-style-type: none"> <li>the cable crosses the footpath at right angles to the RP alignment,</li> <li>the cable is offset from the pole centre by 0.3 m,</li> <li>the cable runs on the same side of the pole as the cable attachment,</li> <li>ducts end within 1.0 m of the pole chainage.</li> </ul>

Element / Attribute	Comment
<p>Example:</p> <p>Pole Termination Details</p>  <p>Pole termination detail.</p> <p>Note: Pole position fixing not shown.</p>	
<p>Overhead Conductors (and aerial pole stays)</p>	<p>Show any changes to configuration on plan.</p> <p>Show any changes to conductor type or span length on plan and in schedule.</p>
<p>Ground Stays</p>	<p>Record stay anchor positions relative to pole.</p> <p>If a sidewalk stay is substituted for a standard ground stay, or vice versa, this needs to be noted.</p> <p>Indicate where stays are within private property.</p>
<p>Example</p> <p>Ground Stay Details</p> 	
<p>Earths</p>	<p>Indicate sites that are earthed (poles, pillars etc.) both on the plan and in the relevant schedule.</p> <p>Note any changes to whether common or separate HV and LV earthing is used.</p> <p>It is NOT necessary to show details of actual electrode (earth rod) locations and connecting cables.</p>
<p>Phasing of OH Mains</p>	<p>Show phasing where non-standard, i.e., where other than [N] ABC from footpath to carriageway (vertical and vertical delta constructions excepted), or where not all three phases are present and energised. Show one span each side of the transposition point, tee-off, underground cable termination or transformer.</p>

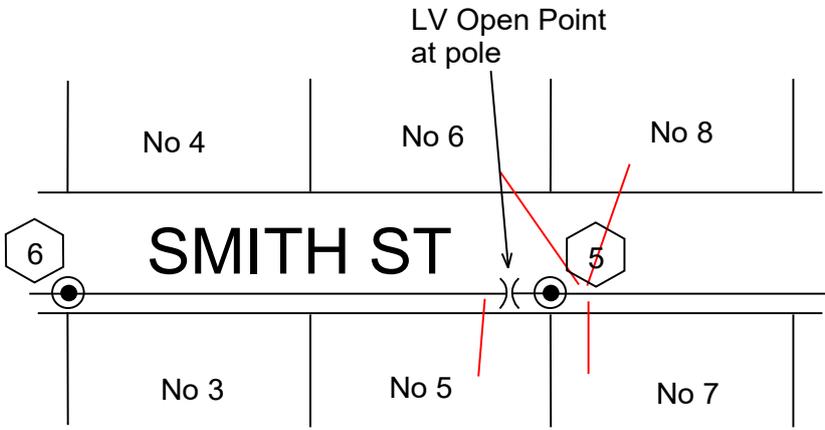
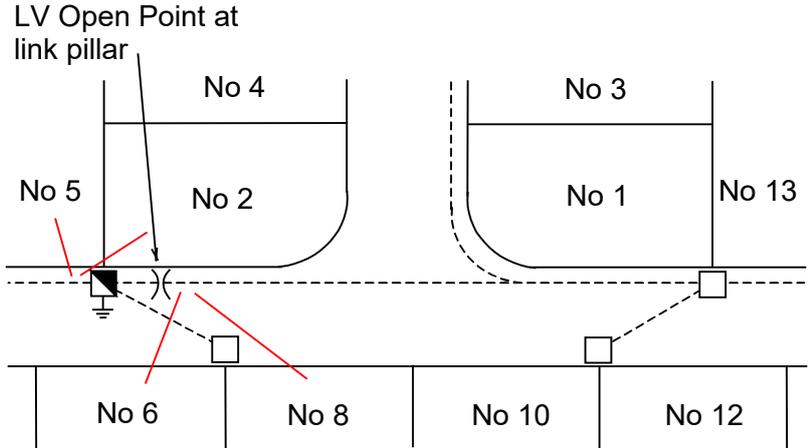
# Standard for As Constructed Drawing



Element / Attribute	Comment
<p>Example:</p> <p>Overhead Phasing Details</p> 	
<p>LV Service Phasing</p>	<p>Service phasing to premises shall be noted correctly on the plan, or on the Overhead Service Schedule for overhead-supplied lots. There is no requirement to capture details of street light phase connections.</p>
<p>LV NAPs (Network Attachment Points)</p>	<p>LV open points must designate the side of the open point that supplies a premise. This is important for the NAP database to be maintained effectively. Supply sources to premises are obvious in most cases, but at an open point it is indeterminate which side of the pole/pillar a premise is supplied from and therefore must be illustrated at time of connection as per the examples below.</p>

# Standard for As Constructed Drawing



Element / Attribute	Comment
<p>Example:</p> <p>LV NAP Details</p>  <p>O/H NAPs</p>  <p>U/G NAPs</p>	
Pilot Cables & Optical Fibres	Show any junctions – pillars, UG joints or junction boxes on poles. Indicate presence of any optical fibres within cables or overhead earth wires.
Other	Minor notes, e.g., regarding contractor responsibilities or consumer's mains, need not be marked up. Similarly minor changes to cadastre, kerbing etc. unrelated to the electrical network may be disregarded.