In-service inspection and test record (electrical equipment)

Document type USW-AA-010 · Record · Substation (AIS/GIS) · Template version 1.81

1 · IDENTITY (from LAD catalog)

Discipline / cluster	Substation (AIS/GIS)
Document class	Record
Render / content mode	Record
Standard reference	Electricity at Work Regulations 1989; PUWER 1998; IET Code of Practice (in-service inspection and testing); HSE HSG107; BS EN 50110-1
Recommended format	Excel (XLSX) — tables/measured values
Blueprint status	Deep spec. (USW)

1b · LEGAL BASES (atomized)

Procedure / evidence	IET Code of Practice (in-service inspection and testing)
Contract / operator specification	internal / project-specific

2 · DOCUMENT CONTROL (• = mandatory)

• Project number	
• Project title	
Plant / site / bay	
Component / designation (KKS)	
• Document number	
• Revision / version	
Document status	
• Date	
• Client / operator	
• Contractor / author	

3 · NOTES

- Only cells marked cream are inputs (unlocked); examples appear as tooltips.
- Export: use the file name suggestion (below); export evidence as PDF/A.
- Retention period/legal basis according to LAD metadata/sidecar (DMS).

4 · COLOR LEGEND

Cell roles	Input (to be completed)	Catalog / fixed value	**Section / header**

5 · AUTOMATION & EXPORT AID

Document no. (suggestion)	—
File name (suggestion)	LAD_USW-AA-010_R00_Draft.xlsx
Status	open
Open mandatory fields	**7 of 7 open**

DMS resolver · QR · license

DMS resolver	https://dms.sample.example/r/template/USW-AA-010
Licensee	Sample Network Operator Ltd
Scan → DMS object	QR on the right leads to the document in the DMS

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In-service inspection and test record (electrical equipment)

1 · Key data

• Equipment/area	
• Test date	
• Tester (competent person)	
• Test basis	
• Next deadline	

Table: test register

Equipment	Test type	Result	Defect	Deadline	Next test

Check / mandatory points

No.	Check / mandatory point	Target / standard	Actual / result	fulfilled	Remark
1	Tester qualification documented				
2	Measured values complete for each item of equipment				
3	Defects with rectification deadline & re-test				
4	Register/deadline list updated				

Approval / signatures

Role	Name	Date	Signature
Author			
Reviewer			
Quality assurance			
Approval			

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GOVERNANCE & V2 · USW-AA-010

Standard references (canonicalized)

- Electricity at Work Regulations 1989 · UK legislation · «Edition/status __» · «Reason for application __»
- IET Code of Practice for In-service Inspection and Testing of Electrical Equipment · IET · «Edition/status __» · «Reason for application »
- HSG107 Maintaining portable electrical equipment · HSE · «Edition/status __» · «Reason for application __»
- PUWER 1998, reg. 5 (maintenance) · UK legislation · «Edition/status __» · «Reason for application __»
- BS EN 50110-1 · BSI · «Edition/status __» · «Reason for application __»

Every standard with edition and reason for application. Without the edition, the reference cannot be verified.

Roles / responsibilities (RACI)

Process step	R / A / C / I
Create	R=document owner, C=plant manager, I=operator
Review	R=reviewer, A=document owner, C=asset owner
Approve	A=approver, I=operator, I=asset owner
Apply	R=person responsible for work, C=plant manager
Update	R=document owner, A=asset owner «confirm role assignment according to organisation»

Digital references (digital twin)

- Filed in ELO
- SAP PM notification referenced

Quality indicators

Indicator	Value
Completeness	«__ %» of mandatory fields completed
Currency	Days since last revision «__»
Approval status	Draft/reviewed/approved
Last revision	«DD.MM.YYYY»
Next revision	«DD.MM.YYYY»
Open points	Number «__»

Interfaces (process chain)

Direction	DocTypes
Upstream	USW-AA-002, USW-AA-011, USW-I-010, USW-O-005, USW-U-013, USW-U-014, USW-Y-006
Downstream	USW-AA-001, USW-AA-002, USW-AA-004

Compliance checkpoints

- Fully completed
- Signed (author, reviewer, approver)
- Versioned and uniquely identified
- Operator approval granted
- Archived in an audit-proof manner
- Metadata complete (DocType ID, plant, status)

Retention and revision

Retention: «__ years» after closure of the case

Revision: none; additions only as supplementary record

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Revision history

Rev	Date	Description	Author	Approval
00		Initial issue (template)		

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