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IMP/001/922 - Appendix B for ENA Engineering Recommendation G81 - Part 3 and 6: Installation Records

1. Purpose

This document forms the combined Northern Powergrid Appendix B to Energy Networks Association (ENA) Engineering Recommendation (ER) G81:

- Part 3: "Framework for design and planning, materials specification, installation records for low voltage housing development installations and associated new HV/LV distribution substations; and
- Part 6: "Framework for installation and records of commercial and industrial underground connected loads up to and including 11 kV", and should be read in conjunction with ENA G81 Part 3 and 6 documents.

This document contains a summary of the information contained in Northern Powergrid asset recording policy.

Please note that Northern Powergrid is unable to provide copies of all external documentation, standards and specifications, but copies may be obtained from the relevant issuing body (such as the British Standards Institution (BSI) or Energy Networks Association). If additional details are required, reference should be made to the individual policy documents cited in section 7. In the event that further clarification is required please consult with the member of Northern Powergrid staff who is your current point of contact for the scheme in question.

This document supersedes the following documents, all copies of which should be destroyed;

Document Reference	Document Title	Version	Published Date
IMP/001/922	Appendix B for ENA Engineering Recommendation G81 - Part 3 and 6: Installation Records	1.0	Nov 2017

2. Scope

This document applies to the providers of network connections to the distribution network owned and operated by Northern Powergrid (Northeast) Ltd and Northern Powergrid (Yorkshire) plc

Northern Powergrid (Northeast) Ltd and Northern Powergrid (Yorkshire) plc are the Distribution Network Operators (DNOs) of Northern Powergrid.

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3. General

For all new connections work the approved Independent Connection Provider (ICP) shall comply with Northern Powergrid requirements for installation and provide Northern Powergrid with accurate records and test results for all plant and equipment installed that is to be adopted.

3.1. Test Requirements – Data to be supplied by Applicant

The Applicant shall perform tests on the complete installation to verify that it has been correctly installed, it is safe to energise and customers may be safely connected. Lists of typical test requirements are specified in **ENA ER G81 Parts 3 and 6, Appendix A**. – links attached for convenience

["http://www.energynetworks.org/assets/files/electricity/engineering/engineering%20documents/G81%20\(2016\)/ENA_EREC_G81-3_Issue%20\(2016\)_Final_v3.pdf"](http://www.energynetworks.org/assets/files/electricity/engineering/engineering%20documents/G81%20(2016)/ENA_EREC_G81-3_Issue%20(2016)_Final_v3.pdf)

["http://www.energynetworks.org/assets/files/electricity/engineering/engineering%20documents/G81%20\(2016\)/ENA_EREC_G81-6_Issue%20\(2016\)_Final_v3.pdf"](http://www.energynetworks.org/assets/files/electricity/engineering/engineering%20documents/G81%20(2016)/ENA_EREC_G81-6_Issue%20(2016)_Final_v3.pdf)

3.1.1. Asset Recording – Data Specific to Host DLH¹

All asset recording shall comply with the requirements of the Northern Powergrid "[Asset Recording Guidance for ICPs/IDNOs](#)".

The Asset Recording Guidance for ICPs/IDNOs document explains the Northern Powergrid company-specific requirements for the recording of information appertaining to plant and network assets that have been added, repaired, replaced or removed on behalf of Northern Powergrid (Northeast) Ltd and Northern Powergrid (Yorkshire) plc. It also applies to any discrepancies identified in the Northern Powergrid existing asset information which require the asset information records to be amended.

Detailed information concerning assets and their precise location is required to enable Northern Powergrid to comply with statutory and regulatory requirements and to help keep its employees, contractors, customers and other stakeholders safe. This information is also needed to support investment decisions.

The fundamental premise that underpins the Northern Powergrid asset recording requirements is that all personnel making any changes to the Northern Powergrid electrical network must provide complete and accurate details of all such changes and submit this on a timely basis to the asset information management function. All information provided must be consistent with the requirements laid down in the Asset Recording Guidance for ICPs/IDNOs document.

The Asset Recording Guidance for ICPs/IDNOs document specifies the Northern Powergrid asset information requirements at a detailed level and in a manner designed to aid not only the original capture of information but also its transmission to the Northern Powergrid asset information management section (part of the Asset Management directorate) whose responsibility it is to maintain the Northern Powergrid asset records. Consequently this document provides detailed guidance in the following areas:

- Operational Sites – Detailed Requirements
- Operational Site Plant Recording
- Underground Network Records – Detailed Requirements
- Site Surveying Methods
- Network Connectivity
- Overhead Network Records – Detailed Requirements

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¹ Section 3.2 relates to ENA ER G81 - Part 3 and 6: Appendix B

- Examples for Site Recording
- Other Utilities Plant
- Service Sketch Requirements
- Substation Diagram Specification (Northern Powergrid (Northeast) Ltd only).
- System Diagram Specification (Northern Powergrid)

In accordance with ENA ER G81 - Part 3 and 6, clause 4, all requirements of all relevant legislation must be met by ICP/IDNO personnel who are making changes (being additions, repairs, replacements or removal of assets) to the Northern Powergrid network. The requirements include, but may not be limited to, those laid down in the following:

- New Roads and Street Works Act 1991,
- Electricity Safety, Quality and Continuity (ESQC) Regulations 2002,
- Electricity at Work (EAW) Regulations 1989,
- Construction (Design and Management) Regulations (CDM) 1994,
- Northern Powergrid's Distribution Licences,
- Distribution Code.

A more detailed list of relevant legislation is provided within ENA ER G81 - Part 3 and 6.

In the event that further clarification is required please consult, in the first instance, the member of Northern Powergrid staff who is your current point of contact for the scheme in question.

If additional clarification is required please contact the Northern Powergrid asset information management function for the relevant licence area:

Information Management -	Information Management - Northern Powergrid (Yorkshire) plc
Shiremoor Office	Castleford Office
New York Road	Aketon Road
Shiremoor	Castleford
Tyne & Wear	West Yorkshire
NE27 0LP	WF10 5DS
Tel: 0191 229 4271	Tel: 01977 60 5901
Fax: 0191 229 4287	Fax: 01977 60 5944

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4. References

4.1. External Documentation

Reference	Title
G91 Part 3:	Framework for design and planning, materials specification, installation and record for low voltage housing development installations and associated new HV/LV distribution substations
G91 Part 6:	Framework for installation and records of commercial and industrial underground connected loads up to and including 11 kV 1. Purpose

4.2. Internal Documentation

Reference	Title
n/a	

4.3. Amendments from Previous Version

Reference	Description
All	Date and version updates only to re-affirm this document

5. Definitions

Term	Definition
n/a	

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6. Authority for Issue

6.1. CDS Assurance

I sign to confirm that I have completed and checked this document and I am satisfied with its content and submit it for approval and authorisation.

		Date
Liz Beat	Governance Administrator	10/03/2021

6.2. Author

I sign to confirm that I have completed and checked this document and I am satisfied with its content and submit it for approval and authorisation.

Review Period - This document should be reviewed within the following time period;

Standard CDS review of 3 years?	Non Standard Review Period & Reason	
Yes	Period: n/a	Reason: n/a
Should this document be displayed on the Northern Powergrid external website?		Yes
		Date
Ged Hammel	Senior Policy & Standards Engineer	10/03/2021

6.3. Technical Assurance

I sign to confirm that I am satisfied with all aspects of the content and preparation of this document and submit it for approval and authorisation.

		Date
Steve Salkeld	Policy & Standards Engineer	11/03/2021
Brian Walton	Asset Data Production Manager	11/03/2021

6.4. Authorisation

Authorisation is granted for publication of this document.

		Date
Diane Newton	Shared Services Operations Manager	17/03/2021