	SARMA GUIDELINE	Document Number
	SAFETY, HEALTH, ROAD TRANSPORT, ENVIRONMENTAL & QUALITY STANDARD	SHE2.22-F01
		Revision Number
	EARTH LEAKAGE	00
		Page Number
		1 of 6

EARTH LEAKAGE (E/L) RELAYS: USE & CHECK

(SARMA Audit document January 2017 version 1 reference number:

Section A, Element 2, Item 2.6;

Section A, Element 8, Item 8.1.19 and

Section B, Element 9, Items 9.6.7, 9.6.8 & 9.6.9)



	SARMA GUIDELINE		Document Number
	SAFETY, HEALTH, ROAD TRANSPORT, ENVIRONMENTAL & QUALITY STANDARD		SHE2.22-F01
	EARTH LEAKAGE		Revision Number
			00
		Page Number	1 of 6

Table of Contents

ENTRY NUMBER	DESCRIPTION	PAGE NUMBER
1	PURPOSE.....	3
2	SCOPE.....	3
3	RESPONSIBILITY AND ACCOUNTABILITY.....	3
4	DEFINITIONS AND ABBREVIATIONS.....	3
5	LEGAL AND OTHER REQUIREMENTS	
5.1	General.....	3
5.2	Legal Reference.....	4
5.3	Other Requirements.....	4
6	RECORDS.....	4
7	PROCEDURE.....	4-6
8	ASSOCIATED DOCUMENTATION.....	6

	SARMA GUIDELINE		Document Number
	SAFETY, HEALTH, ROAD TRANSPORT, ENVIRONMENTAL & QUALITY STANDARD		SHE2.22-F01
	EARTH LEAKAGE		Revision Number
			00
			Page Number
		1 of 6	

1. PURPOSE

The purpose of this standard is to ensure that:

- 1.1. All socket outlets are sufficiently protected by earth leakage (E/L) relays, maintained and comply with legislation;
- 1.2. Earth leakage relays are maintained and comply with legislations;
- 1.3. That all users of portable and fixed electric appliances are protected from electrical shock;
- 1.4. That all units are tested at regular intervals by a competent person [\[SHE5.11-F02-5\]](#) and findings entered into a register [\[SHE2.22-F02\]](#) and
- 1.5. That any faulty item is actioned.

2. SCOPE

- 2.1. This standard applies to **EMPLOYERS**.

3. RESPONSIBILITY AND ACCOUNTABILITY

- 3.1. It is the responsibility of the Section 16(2) Appointee's [\[SHE5.11-F03\]](#) to ensure that a suitably competent and qualified contractor electrician is appointed [\[SHE5.11-F02-5\]](#) to manage E/L tests and maintenance at the facility and
- 3.2. The appointed contractor electrician [\[SHE5.11-F02-5\]](#) must be registered in terms of the Electrical Installation Regulations (ECB) and hold a valid Wiring licence in terms of SABS 0142.


4. DEFINITIONS AND ABBREVIATION

- 4.1. An earth leakage can be defined as an electrical device that senses any unbalanced load caused by the leakage of current to earth, and which will trip out the electrical supply to prevent electrocution or damage and
- 4.2. 4.2. See manuals one to five.

5. LEGAL AND OTHER REQUIREMENTS

5.1. General

No.	Document Number	Description
5.1.1.	SHE5.03-F01	SABS 0142 – The wiring of premises
5.1.2.	SHE5.03-F01	EMR 9(1)(a), 10(2)(a) – see above

	SARMA GUIDELINE		Document Number
	SAFETY, HEALTH, ROAD TRANSPORT, ENVIRONMENTAL & QUALITY STANDARD		SHE2.22-F01
	EARTH LEAKAGE		Revision Number
			00
			Page Number
		1 of 6	

5.2. Legal Reference.

5.2.1. See legal register.

5.3. Other Requirements.

5.3.1. Local Authorities.


6. RECORDS

Rec. Nr	Reference Nr	Description	Storage Space	Retention Time
6.1.	EMPLOYERS [SHE5.11-F02-5]	Appointment Documents		
6.2.	EMPLOYERS	Inspection/ check certificates of electrician		
6.3.	EMPLOYERS	Maintenance records		
6.4.	EMPLOYERS [SHE2.22-F02-5]	Inspection		
6.5.	EMPLOYERS	Calibration certificate of sensitivity tester		

7. PROCEDURE

7.1. IMPLEMENTATION

- 7.1.1. All distribution boards will be identified and recorded in the facility electrician's inspection and maintenance record [\[SHE2.23-F02\]](#);
- 7.1.2. Only the appointed electrician [\[SHE5.11-F05\]](#) will be allowed to check distribution boards. Should the services of other electrical contractor be required, this must first be cleared with the Section 16(2) Appointee's [\[SHE5.11-F02-3\]](#);
- 7.1.3. Should any unit found to be defective and/or do not meet the legal specifications, immediate action must be taken to address the default;
- 7.1.4. Frequency of inspections shall not be less than quarterly. A record [\[SHE2.23-F02\]](#) will be kept and at all times be available;
- 7.1.5. Sensitivity test results will be recorded in the appropriate register [\[SHE2.22-F02\]](#) and
- 7.1.6. The sensitivity tester is to be calibrated annually and calibration certificate kept on file.

 SOUTHERN AFRICA READY MIX ASSOCIATION	SARMA GUIDELINE		Document Number
	SAFETY, HEALTH, ROAD TRANSPORT, ENVIRONMENTAL & QUALITY STANDARD		SHE2.22-F01
	EARTH LEAKAGE		Revision Number
			00
			Page Number
			1 of 6

8. ASSOCIATED DOCUMENTATION

No.	Description	Document Number
8.1.	Register	[SHE2.22-F02]
8.2.	Appointment	[SHE5.11-F02-22]
8.3.	Certificate – Competency of person	[SHE2.22-F03]
8.4.	Certificate – Calibration of Testing Unit	[SHE2.22-F04]