|  |  |
| --- | --- |
| **Procedure** |  Et bilde som inneholder tekst, utklipp  Automatisk generert beskrivelse |
| Travelling over rough terrain and in remote areas – Skagerak Kraft |
| Document owner | Ingrid Haug |  |   |
| Auditor | Erlend Kaarstad | Approval date | 29.08.2022 |

# Purpose

The purpose of this procedure is to ensure that all travel over rough terrain and in remote areas is planned and carried out in a way that avoids harming personnel, assets and the environment.

# responsibility

* The Head of Section Quality and HSE at Skagerak Kraft is responsible for ensuring that this document is approved, implemented and maintained.
* Line management are responsible for ensuring that the requirements are known and complied with within their area of responsibility/unit.
* Each employee must have completed training in the use of tools.
* Each employee must have access to the necessary equipment and must have received information and training in its use.

# description of work

## Competence

Drivers of off-road vehicles must satisfy the requirements of the Norwegian regulations relating to driving licences.

Drivers of snowmobiles who have not obtained a snowmobile (Class S) licence must have completed mandatory training (Statkraft course or equivalent).

All training must be documented.

## Planning

All personnel must report in at the start of their journey and on arrival at their final destination. The report must be sent to the local manager, a colleague or the Regional Control Centre. This also applies when driving vehicles on private forest roads/mountain roads where there is no phone coverage.

A Job Safety Analysis (JSA) must always be completed before the start of the assignment, which as a minimum assesses the following:

* clothing/additional clothing needs
* needs for extra provisions
* needs for equipment (see proposal point 4)
* needs for extra fuel and oil for the journey
* when travelling on ice, ice conditions must be assessed
* when travelling in avalanche-prone terrain, the latest avalanche warning must be checked
* signal coverage conditions and the ability to report any accidents

## Travelling in off-road vehicles

Snowmobiles/tracked vehicles and other off-road vehicles may only be used for operations relating to power plants.

When travelling in national parks or other restricted areas, permission must be requested and a driving permit/licence must be taken on the trip.

The driver of the vehicle must drive carefully and take into account the natural environment and public interests in the area.

In areas where we routinely drive, routes must be entered in the GPS system.

A safety cord for the dead man’s switch, and any other safety devices, must be used if fitted to the vehicle.

Assignments must normally be performed by two people, each on their own scooter. After assessing the weather conditions, the terrain and the length and nature of the assignment, it may be possible to make the trip on one scooter. Following a similar assessment, it may also be possible to carry additional passengers on scooters if necessary/appropriate. Ski-towing is not normally permitted. These assessments must always be documented through a JSA.

## Travelling on ice

* Never travel on ice on your own.
* Always carry safety equipment (as a minimum ice claws, life jacket, rope).
* Crossing ice requires knowledge and care.
* Ice is weaker near bridges, rivers, streams and wherever there is a current.
* We recommend that you familiarise yourself with the content of <https://varsom.no/isskolen/>

# Equipment list

This list is not exhaustive and JSAs may reveal further equipment needs.

|  |  |
| --- | --- |
| Communications equipment | Miscellaneous |
| * Mobile phone
 | * First-aid equipment
 |
| * Satellite phone
 | * Torch
 |
| * Radio
 | * Auxiliary battery
 |
| Navigation | * Jerven bag
 |
| * GPS
 | * Snow shoes
 |
| * Map and compass
 | * Crampons
 |
| Equipment supplied with vehicles | Travel on ice |
| * Owner’s manual
 | * Lifejacket
 |
| * Tools supplied with the vehicle
 | * Ice claws
 |
| * Spare fan/drive belt
 | * Rope
 |
| * Spare set of spark plugs
 | * Whistle
 |
| Avalanche equipment | * Survival suit
 |
| * Shovel
 | * Pulk
 |
| * Search pole
 | * Ice drill
 |
| * Avalanche transceiver
 |  |
|  |  |
|  |  |