

POLICY

Field Audit & Quality - Audit Policy

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(Formerly 12-15-CP0001)

Policy Statement

All distribution system construction, maintenance, fault rectification and metering activities in CitiPower & Powercor are subject to technical audit for compliance with regulatory requirements, technical standards, business policies and strategies and relevant government acts and regulations. Currently some metering activities in United Energy are subject to audit.

Audits will be conducted on all contestable CitiPower/Powercor projects constructed by CitiPower Resource Partners and Powercor approved external Option 2 service providers. A sample of audits will be conducted on CitiPower/Powercor/United Energy projects constructed by internal company resources and contracted Resource Partners.

All audits must be conducted in accordance with relevant Field Audit and Quality process documentation and asset compliance policies.

This policy and related documents shall be followed to ensure technical compliance.

Application

This policy applies to all distribution system asset construction, maintenance and metering activities in the CitiPower and Powercor networks and some metering activities in the United Energy network.

It encompasses all projects constructed or maintained by both internal and external resources by company employees, Resource Partner contractors and approved external Option 2 service providers.

Purpose

Technical compliance audits are conducted on all aspects of construction, maintenance and metering activities to:

- Ensure product quality and technical compliance
- Manage asset safety and reliability
- Manage and mitigate business risk
- Identify business improvement opportunities and provide work-group performance feedback
- Provide evidence and confidence to the Technical Regulator (Energy Services Victoria) of compliance to our Electricity Supply Management Scheme (ESMS)
- Maximise shareholder value

Responsibility The Field Audit & Quality team is responsible for development and implementation of an annual audit program; and also for identification of projects for audit, scheduling, conducting and reporting of asset compliance audits.

This policy does not exclude other groups within CitiPower/Powercor/United Energy from conducting asset audits for their own purposes.

Compliance Requirements The collection and retention of data and reports covered by the scope of this policy satisfies the requirements of the following:

- ESMS Certification
 - ISO 9001:2008 - Quality Management System (clause 8.2.4)
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Stakeholders The following stakeholders are consulted to provide feedback on and support the content of this policy:

- Head of Service Performance (PNS)
 - Head of Network Asset Management (EN)
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Related Documents This Policy applies to and is supported by the following document:

- Field Audit and Quality - Audit Procedure (TBA)
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Issue Number, Date & Review The issue number of this policy is: Issue No 4

The issue date of this policy is: July 2019

This policy was last reviewed by the Business Process Owner on: July 2019

- Document Owners**
- Business Process Owner (BPO): Field Audit and Quality Manager
 - Business Process Analyst (BPA): Quality Assurance Officer
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