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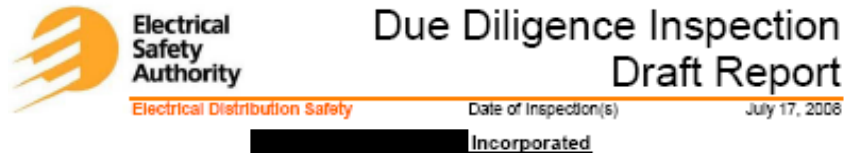
**Electrical Distribution Safety**

## WHAT IS A DDI?

Due Diligence Inspections (DDIs) are inspections of LDC electrical distribution installations and are performed by ESA Inspectors. Due Diligence Inspections were created in order for ESA to carry out its due diligence with respect to O. Reg. 22/04. These inspections compliment Auditor reports, the Declaration of Compliance, Serious Incident Reports and any Public Safety Concerns that, when combined, provide ESA with appropriate information to adequately assess compliance with O. Reg. 22/04.

## SCOPE OF A DDI:

ESA Inspector's schedule visits with the LDCs to review a sample set of new construction, maintenance, repair, and/or replacement work of electrical equipment owned by the LDC. Construction may consist of Underground, Overhead or Substation sites. Inspectors are given comprehensive guides (developed by the Utility Regulations Department) and LDC Plans or Work Instructions to follow.



\*\*\* The following report is a DRAFT REPORT. A FINAL REPORT will be issued after the Local Distribution Company has issued a response to the DRAFT REPORT. Please respond with your comments within 10 working days. If this time cannot be met please inform ESA Utility Regulations. \*\*\*

## DRAFT VS FINAL REPORTS:

When a Non-Compliance(s) or Needs Improvement(s) are interpreted by the Utility Regulations Department, from the Inspector's report, a DRAFT Report will be issued to the LDC. When an LDC receives a DRAFT Report, the LDC shall submit either a(n):

- "Response" explaining why the finding is not valid **or**
- "Action Plan & Timelines" when they agree with the finding, to address the issue(s) recorded.

Once all issues have been addressed, the LDC will receive a FINAL Report concluding the inspection.

## RESPONDING TO DDI DRAFT REPORTS:

Since the DDI is a sample of the construction in the LDCs territory, ESA is primarily interested in a true "Corrective Action" or a "Response". If the issue is happening at 1 site in the LDC's service territory then there is a significant probability that the same findings would be discovered at other construction sites. ESA is primarily interested in an Action Plan which would eliminate the finding from happening at any site in the future. Responses may include changes to a standard, or including tolerances to a once fixed standard. If you have any questions from discussions with the DDI Inspector, please contact [utility.regulations@electricalsafety.on.ca](mailto:utility.regulations@electricalsafety.on.ca) for any clarifications.

## ADDITIONAL INFORMATION:

If you can provide additional information on this Bulletin or any other Utility issue, please contact ESA to share your experiences. Additional information requests, and follow-up information, may be directed to ESA. Please be prepared to quote Bulletin "DIB-11/08".