



GIG
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Partneriaeth
Cydwasaethau
Gwasanaethau Ystadau Arbenigol
Shared Services
Partnership
Specialist Estates Services

Hysbysiad Gwasanaethau Ystadau Arbenigol 20/26

22 Rhagfyr 2020

I'w weithredu gan y canlynol:

Prif Weithredwyr, Byrddau Iechyd ac Ymddiriedolaethau'r GIG

Er gwybodaeth yn unig:

Unigolyn dynodedig (Gwasanaethau trydanol), Cyfarwyddwyr a Rheolwyr Ystadau ac Eiddo Byrddau Iechyd ac Ymddiriedolaethau GIG Cymru, Byrddau Iechyd ac Ymddiriedolaethau GIG Cymru.

Dogfennau cysylltiedig:

Llythyr enghreifftiol (Atodiad A)

Annwyl Gydweithiwr,

PEIRIANNYDD AWDURDODI (FOLTEDD UCHEL)

Cefndir

Mae Gwasanaethau Ystadau Arbenigol Y Bartneriaeth Cydwasaethau wedi cyflawni rôl Peiriannydd Awdurdodi (Foltedd Uchel) ers nifer o flynyddoedd. Roedd y rôl hon yn un o'r dyletswyddau a gyflawnwyd gan Simon Russell, sydd wedi dechrau swydd newydd yng Ngwasanaethau Ystadau Arbenigol.

Nawr, mae angen eich cymorth arnom i roi'r ddogfennaeth ofynnol ar waith er mwyn penodi Anthony Goddard yn Beiriannydd Awdurdodi (Foltedd Uchel) newydd.

Camau ar gyfer Byrddau Iechyd Lleol/Ymddiriedolaethau

Dylid tynnu sylw'r unigolyn dynodedig (Gwasanaethau trydanol) a'r Rheolwr Ystadau/Cyfleusterau at gynnwys yr Hysbysiad Gwasanaethau Ystadau Arbenigol hwn.

Bydd angen i Fyrddau Iechyd ac Ymddiriedolaethau gadarnhau penodi Anthony Goddard yn ysgrifenedig, yn unol â'r canllawiau a amlinellir ym Memorandwm Technegol Iechyd 06-03: Canllawiau diogelwch trydanol ar gyfer systemau foltedd uchel.

I'ch cynorthwyo wrth lunio ymateb, mae modd lawrlwytho llythyr enghreifftiol (Atodiad A) o'r ddolen isod i chi ei gwblhau, ynghyd â CV byr Anthony Goddard.

Dolen i'r llythyr enghreifftiol Atodiad A

Os oes angen rhagor o wybodaeth arnoch, cysylltwch ag Anthony Goddard, Prif Beiriannydd Trydanol drwy ffonio 07929 865806 neu anfonwch e-bost at Anthony.Goddard@wales.nhs.uk.

Yr eiddoch yn gywir,



NH Davies BSc (Anrh), Dip Proj Man (RICS), MBA, MCIQB, FIHEEM

Cyfarwyddwr Gwasanaethau Ystadau Arbenigol

Gwasanaethau Ystadau Arbenigol PCGC, Trydydd Llawr, Tŷ'r Cwmnïau, Ffordd y Goron, Caerdydd, CF14 3UB

ATODIAD 3

Llythyr enghreifftiol ar gyfer penodi Peiriannydd Awdurdodi (Foltedd Uchel) Gwasanaethau Ystadau Arbenigol Partneriaeth Cydwasanaethau GIG Cymru

Nodyn 1: Dylai llythyrau penodi fod ar ffurf papur swyddogol y Bwrdd Iechyd/Ymddiriedolaeth

Nodyn 2: Lle nad yw penodiad y Bwrdd Iechyd/Ymddiriedolaeth ond yn berthnasol i safleoedd penodol, dylid nodi'r rhain yn y llythyr penodi.

Annwyl Mr Goddard,

PENODI PEIRIANNYDD AWDURDODI (Foltedd Uchel)

Fe'ch penodir drwy hyn yn Beiriannydd Awdurdodi (Foltedd Uchel) ar gyfer , i gyflawni'r dyletswyddau a nodir yn nogfen HTM 06-03:2006 GIG Cymru *Canllawiau diogelwch trydanol ar gyfer systemau foltedd uchel.*

A fyddech cystal â chadarnhau eich bod yn derbyn y swydd.

Yr eiddoch yn gywir

Unigolyn dynodedig



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Specialist Estates Services Notification 20/26

22nd December 2020

For action by:

Chief Executives, NHS Health Boards and Trusts

For information only:

Designated Person (Electrical services), NHS Wales health boards and Trusts Estates and Facilities
Directors and Managers, NHS Wales health boards and Trusts

Associated documents:

Model letter (Annex A)

Dear Colleague

AUTHORISING ENGINEER (HIGH VOLTAGE)

Background

Shared Services Partnership – Specialist Estates Services (NWSSP-SES) has fulfilled the role of Authorising Engineer (High Voltage) for a number of years. This role was one of the duties undertaken by Simon Russell, who has commenced a new position at SES.

We now require your assistance to put in place the necessary documentation to appoint Anthony Goddard as the new Authorising Engineer (High Voltage).

Action for Local Health Boards/Trusts

The contents of this SESN should be brought to the attention of the designated person (Electrical services) and the Estates/Facilities Manager.

Health boards and Trusts will need to confirm in writing the appointment of Anthony Goddard in line with the guidance set out in HTM 06-03: Electrical safety guidance for high voltage systems.

To assist you in your response a model letter (Annex A) may be downloaded from the link below for your completion together with a brief CV for Anthony Goddard.

Link to model letter Annex A

If you require further information please contact Anthony Goddard, Principal Electrical Engineer on 07929 865806 or e-mail Anthony.Goddard@wales.nhs.uk.

Yours sincerely,

A handwritten signature in black ink that reads "NH Davies". The letters are cursive and somewhat stylized.

NH Davies BSc (Hons), Dip Proj Man (RICS), MBA, MCIQB, FIHEEM

Director Specialist Estates Services

NWSSP Specialist Estates Services, 3rd Floor, Companies House, Crown Way, Cardiff CF14 3UB

ANNEX A

Model letter for appointing NWSSP – SES Authorising Engineer (High Voltage)

Note 1: Letters of appointment should be on Health Board/Trust headed paper.

Note 2: Where the Health Board/Trust appointment relates only to specific sites, these should be stated in the appointment letter.

Dear Mr Goddard,

APPOINTMENT OF AUTHORISING ENGINEER (High Voltage)

You are hereby appointed as the Authorising Engineer (High Voltage) for , to undertake the duties set out in the NHS Wales document HTM 06-03:2006 *Electrical safety guidance for high voltage systems*.

Please confirm your acceptance of the appointment.

Yours sincerely

Designated Person