

Gestión Documental Enel Distribución Chile

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Documentos Publicados Agosto 2020

Nuevos Documentos Globales y Locales



Dueño del Proceso	Nombre Documento	Tipo de Documento	Link
HSEQ	Global Infrastructure and networks, Classification, communication, analysis and reporting of environmental events	IO Global	<u>3468</u>
	Trabajo en las Cercanías de la Excavación	ET Local	<u>MAT-HSEQ-HS-20-01-ESP</u>
	Tablero Operativo	ET Local	<u>MAT-HSEQ-HS-20-02-ESP</u>
	Chuzo Dieléctrico	ET Local	<u>MAT-HSEQ-HS-20-03-ESP</u>
	Detector Personal de Tensión	ET Local	<u>MAT-HSEQ-HS-20-04-ESP</u>
	Control del Riesgo de Caída desde Plataformas de Camiones e Hidroelevadores	ET Local	<u>MAT-HSEQ-HSE-18-24-ESP V2</u>
O&M	Protección de Laterales en Redes Aéreas MT	IO Local	<u>3479</u>
	Diseño y Construcción de Conexiones de Clientes AT, MT y BT	IO Local	<u>3480</u>
ND AFC	Global Infrastructure and Networks Managerial Accounting	IO Global	<u>3448</u>

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Documentos Locales Vigentes

Procesos I&N

Procedimientos Organizativos PO
Instructivos Operativos IO

Documentos Locales Vigentes Procesos I&N

Procedimientos Organizativos (PO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PO	Permitting and Industrial Assets Management	Assets Construction Authorization and Acquisitions	Autorización para la Construcción de Instalaciones y Adquisición	I&N	HSEQ, ND, HVOU	PO 264
PO	Permitting and Industrial Assets Management	Industrial Property Ordinary Management	Gestión Ordinaria de Activos Fijos e Información de Soporte para la Remuneración Tarifaria	I&N	O&M,ND	PO 265 v2
PO	Customers Management	Energy Balance	Determinación del Balance de Energía Eléctrica	NCO	NCO-EBMER	PO 283
PO	Customers Management	Metering	Gestión Datos de Medición de la Red	NCO	NCO-EBMER	PO 284
PO	Customers Management	Customers Connection	Gestión y Verificación de Medidores	NCO	MV/LVOU	PO 285
PO	Customers Management	Customers Connection	Conexión de Clientes	NCO	MV/LVOU	PO 286
PO	Customers Management	Customers Connection	Corte y Reposición en NCO	NCO	MV/LVOU	PO 287
PO	Customers Management	Claims and Damages Management	Gestión Reclamos	NCO	NCO-CO	PO 288
PO	Networks Management	Materials Management	Control de Calidad, Confiabilidad y Defectos	HSEQ	Transversal I&N	PO 262 v2
PO	Networks Management	Materials Management	Normalización de Componentes de la Red	O&M	Transversal I&N	PO 258
PO	Networks Management	Materials Management	Datos Maestros de Materiales	O&M	O&M-ND, ND-S&L	PO 259 v2

Documentos Locales Vigentes Procesos I&N

Procedimientos Organizativos (PO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PO	Operation and Maintenance	Network Operation	Operación de la Red	O&M	O&M-NO,HVOU,MV/LVOU	PO 269
PO	Operation and Maintenance	Preventive Maintenance	Mantenimiento Preventivo	O&M	O&M-NMSA,HVOU,MV/LVOU	PO 270
PO	Operation and Maintenance	Energy and Voltage Level Quality	Análisis y Operación de Energía	O&M	O&M-NMSA	PO 290 v2
PO	Operation and Maintenance	Energy and Voltage Level Quality	Calidad de la Energía y Nivel de Tensión	O&M	O&M-NSOM,NCO-EBMER,HVOU, MV/LVOU	PO 291 v2
PO	Operation and Maintenance	Corrective Maintenance	Mantenimiento Correctivo	O&M	O&M-NMSA,HVOU,MV/LVOU	PO 292
PO	Networks Management	Materials Management	Planificación y Programación de Recursos Materiales	ND	Transversal I&N	PO 260 v2
PO	Materials Management	Materials Logistics Management	Logística de Materiales	ND	ND-S&L	PO 261 v2
PO	Materials Management	Micro Purchasing and Scrap Selling	Compra de Materiales y Venta de Chatarra	ND	Transversal I&N	PO 263
PO	Work and Services Management	Ordinary W&S Management	Gestión Ordinaria de Contratos	ND	Transversal I&N	PO 266 v2
PO	Work and Services Management	Extraordinary W&S Management	Gestión Extraordinaria de Contratos	ND	Transversal I&N	PO 267 v2
PO	Work and Services Management	W&S Delegated Purchasing	Compras Delegadas	ND	Transversal I&N	PO 268 v2
PO	Development Planning	Development Planning	Planificación de Inversiones	ND	ND-NIP,HVOU, MV/LVOU, NCO	PO 289 v2

Documentos Locales Vigentes Procesos I&N

Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Planning & Control	Reporting and performance Control	Modelo de Control Económico	I&N	Transversal	<u>1308</u>
IO	Metering	Measurement data validation and management	Gestión de Irregularidades de Terreno	NCO	NCO-EBMER, MV/LVOU	<u>148</u>
IO	Energy Balance	Energy balances execution and no-technical losses calculation	Cálculo de Pérdidas Enel y Evaluación Impacto Económico	NCO	NCO-EBMER	<u>151_v2</u>
IO	Customer Connection	Inspection and Energy Recovery	Recuperación de Energía	NCO	NCO-EBMER	<u>657 v2</u>
IO	Metering	Measurement data validation and management	Medición de Energía	NCO	NCO-EBMER, MV/LVOU	<u>766</u>
IO	Customers Connection	Customers Connection	Ventas Complejas	NCO	NCO-CO, MV/LVOU	<u>1169</u>
IO	Claims and Damages Management	Claims and Damages Management	Reclamo y Requerimientos Operaciones Comerciales Redes	NCO	NCO-CO	<u>1170</u>
IO	Metering	Measurement Data Acquisition and Communication	Medición Lectura y Análisis Masivo	NCO	NCO-EBMER, MV/LVOU	<u>1171</u>
IO	Metering	Measurement Data Acquisition and Communication	Medición Telemedida GGCC	NCO	NCO-EBMER, MV/LVOU	<u>1172</u>
IO	Work and Services Management	Extraordinary W&S Management	Control y seguimiento de ejecución de obras y cumplimiento de plazos	NCO	NCO-CO	<u>1173</u>
IO	Customers Connection	Customers Connection	Cotización y Entrega de Carta de Presupuesto y Seguimiento de Plazo	NCO	NCO-CO	<u>1174</u>
IO	Customers Connection	Commercial Operations	Suspensión de Suministro: Tratamiento y Gestión de Clientes "Cerrados" y "Cerrados Históricos"	NCO	NCO-CO, MV/LVOU	<u>1175</u>

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Metering	Measurement Data Acquisition and Communication	Medición Lectura y Telemedida Masiva	NCO	NCO-EBMER, MV/LVOU	1176
IO	Customer Connections	Inspection and Energy Recovery	Control y Revisión de Cálculo de Energía para Expedientes de Consumos No Registrados de Hurto y Falla	NCO	NCO-EBMER	1280
IO	Customer Connections	Inspection and Energy Recovery	Control de Revisión de Expedientes de Consumos No Registrados de Hurto y Falla	NCO	NCO-EBMER	1281
IO	Customer Connections	Inspection and Energy Recovery	Gestión de Usuarios y Roles en el sistema SAS	NCO	NCO-EBMER	1312
IO	Billing	Billing	Gestión Facturación Energía	NCO	NCO-EBMER	1552
IO	Customer Connections	Inspection and Energy Recovery	Cálculo de Consumos no Registrados para Clientes BT1	NCO	NCO-EBMER	1570
IO	Customer Connections	Inspection and Energy Recovery	Ejecución de las Inspecciones y Denuncias en Terreno	NCO	NCO-EBMER	1571
IO	Customer Connections	Inspection and Energy Recovery	Emisión de las Inspecciones	NCO	NCO-EBMER	1572
IO	Customer Connections	Inspection and Energy Recovery	Gestión de Avisos por Hurto de Energía Eléctrica	NCO	NCO-EBMER	2002
IO	Customers connection	Customers connection	Cálculo de Indicadores de Norma Técnica	NCO	NCO-CO	3177
IO	Customers connection	Customers connection	Control de Plazos de Nuevas Conexiones	NCO	NCO-CO	3178

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Manual Reglamento de Operaciones	O&M	O&M-NO	<u>13</u>
IO	Operation and Maintenance	Network Operation	Plan Operativo de Emergencia I&N Chile	O&M	O&M-NO	<u>108 v4</u>
IO	Operation and Maintenance	Energy and voltage level quality	Cálculo de Pérdidas Técnicas de Energía (Chile)	O&M	O&M-ND	<u>336 v2</u>
IO	Operation and Maintenance	Network Operation	Atención de anomalía, operación y bloqueos en la red MT con telemando	O&M	O&M-NO	<u>407</u>
IO	Operation and Maintenance	Network Operation	Instructivo registro estadístico de revisiones diarias	O&M	O&M-NO	<u>408</u>
IO	Operation and Maintenance	Network Operation	Instructivo ejecución de trabajos programados en la red MT automatizada	O&M	O&M-NO	<u>409</u>
IO	Operation and Maintenance	Network Operation	Instructivo registro de datos en sistemas técnicos	O&M	O&M-NO	<u>410</u>
IO	Operation and Maintenance	Corrective maintenance	Respaldo DB y archivos imagen IMG del sistema STM	O&M	O&M-NSOM	<u>411</u>
IO	Operation and Maintenance	Corrective maintenance	Guía de Respaldos en Sistemas STM	O&M	O&M	<u>412</u>
IO	Operation and Maintenance	Corrective maintenance	Plan Revisiones Periódicas a Plataforma STM	O&M	O&M	<u>413</u>
IO	Operation and Maintenance	Network Operation	Actualización de Procedimientos de Gestión Incremental	O&M	O&M	<u>414</u>

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Criticidad de Alarmas y Medidas de Recuperación	O&M	O&M-NSOM	415
IO	Operation and Maintenance	Preventive maintenance	Identificación, evaluación y control de condiciones subestándares en las instalaciones de Enel Distribución Chile	O&M	MVLVOU, NCO, ND, HSEQ	417
IO	Operation and Maintenance	Network Operation	Monitoreo y Control de las Interrupciones, Respecto de la Calidad Suministro	O&M	O&M	645
IO	Operation and Maintenance	Preventive maintenance	Planificación, Ejecución y Seguimiento del Plan de Mantenimiento	O&M	O&M	653 v2
IO	Operation and Maintenance	Corrective maintenance	Armado y Puesta en Servicio de Equipos Telecomandados	O&M	O&M	654
IO	Operation and Maintenance	Corrective maintenance	Criterios de Mantenimiento y Atención de Falla de Equipos de Telecontrol	O&M	O&M	655
IO	Materials management	Network components standardization	Guía de Diseño para Cable MT Trifásico Aislado Autosoportado	O&M	MVLVOU, HVOU, ND	656
IO	Customers connection	Inspections and energy recovery	Recuperación de Energía Chile	O&M	NCO	657
IO	Works and services management	Ordinary W&S management	Criterios Técnicos para conexión de clientes en AT, MT y BT	O&M	O&M-ND	830
IO	Operation and Maintenance	Preventive maintenance	Estandarización de Técnicas Predictivas de Mantenimiento y Tratamientos de Aceite para Transformadores de Potencia	O&M	O&M-NMSA	1086
IO	Operation and Maintenance	Network Operation	Procedimiento actualización de información de la red	O&M	O&M-NSOM	1206

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Aprobación de Solicitudes AT	O&M	O&M-NO	1207
IO	Operation and Maintenance	Network Operation	Asignación de horarios de inicio para solicitudes de intervención en redes de BT	O&M	O&M-NO	1208
IO	Operation and Maintenance	Network Operation	Asignación de horarios de inicio para solicitudes de intervención en redes de MT	O&M	O&M-NO	1209
IO	Operation and Maintenance	Network Operation	Atención de descargos AT/MT con afectación a un cliente particular para realizar un trabajo ordenado por Enel Distribución	O&M	O&M-NO	1210
IO	Operation and Maintenance	Network Operation	Atención de eventos subterráneos BT	O&M	O&M-NO	1211
IO	Operation and Maintenance	Network Operation	Atencion y protocolo de comunicación en ejecucion de trabajos programados en AT	O&M	O&M-NO	1212
IO	Operation and Maintenance	Network Operation	Atencion y protocolo de comunicación en ejecucion de trabajos programados en MT	O&M	O&M-NO	1213
IO	Operation and Maintenance	Network Operation	Autoreconfiguración de la red en alimentador SANTA ESTER	O&M	O&M-NO	1214
IO	Operation and Maintenance	Network Operation	Autoreconfiguración de la red en pueblo de LAMPA	O&M	O&M-NO	1215
IO	Operation and Maintenance	Network Operation	Cambio de Turno	O&M	O&M-NO	1216
IO	Operation and Maintenance	Network Operation	Coordinación de intervenciones en subestaciones de interconexión con otras Empresas	O&M	O&M-NO	1217

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Etapas De La Programación De Secuencias De Maniobras Para Intervenciones En Equipos Al Interior De Subestaciones	O&M	O&M-NO	1218
IO	Operation and Maintenance	Network Operation	Etapas de la programación de secuencias de maniobras para intervenciones en redes de MT	O&M	O&M-NO	1219
IO	Operation and Maintenance	Network Operation	Evacuación del Centro de Control	O&M	O&M-NO	1220
IO	Operation and Maintenance	Network Operation	Información de intervenciones relevantes en el sistema eléctrico	O&M	O&M-NO	1221
IO	Operation and Maintenance	Network Operation	Modificación de Maniobras en Descargos	O&M	O&M-NO	1222
IO	Operation and Maintenance	Network Operation	Paralelo en alimentadores de MT	O&M	O&M-NO	1223
IO	Operation and Maintenance	Network Operation	Protocolo de comunicaciones en ejecución de maniobras subterráneas	O&M	O&M-NO	1224
IO	Operation and Maintenance	Network Operation	Recursos MT (Solicitud de recursos de operación para descargos MT en GDI)	O&M	O&M-NO	1225
IO	Operation and Maintenance	Network Operation	Remplazo de unidad en banco de autotransformadores	O&M	O&M-NO	1226
IO	Operation and Maintenance	Network Operation	Suspensión de Trabajos programados	O&M	O&M-NO	1227
IO	Operation and Maintenance	Network Operation	Validación Técnica de Descargos	O&M	O&M-NO	1228

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Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Compras Preliminares y Definitivas	O&M	O&M-NMSA	1421
IO	Operation and Maintenance	Network Operation	Emisión y Revisión de Información de Peajes	O&M	O&M-NMSA	1422
IO	Operation and Maintenance	Network Operation	Estimación de Provisiones	O&M	O&M-NMSA	1423
IO	Operation and Maintenance	Network Operation	Operación de contratos de suministro de energía y potencia	O&M	O&M-NMSA	1424
IO	Operation and Maintenance	Network Operation	Recepción y Gestión de Pago de Documentos Tributarios	O&M	O&M-NMSA	1425
IO	Materials management	Network components standardization	Criterios técnicos de diseño de Subestaciones AT/AT	O&M	O&M-ND, HVOU	1428
IO	Materials management	Network components standardization	Criterios técnicos de diseño de Subestaciones AT/MT	O&M	O&M-ND, MV/LVOU	1429
IO	Operation and Maintenance	Network Operation	Indicadores de Desempeño Energético Enel Distribución	O&M	O&M-NMSA, CHVOU, NCO-EBMER	1564 v2
IO	Operation and Maintenance	Network Operation	Revisión Energética Enel Distribución Chile	O&M	NCO-EBMER, HVOU, O&M-NMSA	1565 v2
IO	Operation and Maintenance	Network Design and Construction criteria definition	Criterios Técnicos para el Desarrollo de las Redes de Alta, Media y Baja Tensión	O&M	O&M-ND	1699
IO	Operation and Maintenance	Network Design and Construction criteria definition	Criterios de Diseño y Constructivos de Subestaciones Seccionadoras MT	O&M	O&M-ND	1700

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Design and Construction criteria definition	Diseño y Construcción de Redes Subterráneas en MT	O&M	O&M-ND	1701
IO	Operation and Maintenance	Network Operation	Operación de la Red MT con Telecontrol y Automatizados y Gestión de las Maniobras en Fallas	O&M	O&M-NO	1762
IO	Operation and Maintenance	Design and Construction criteria definition	Criterios de Diseño y Construcción de Líneas AT	O&M	O&M-ND	2038
IO	Operation and Maintenance	Network Operation	Gestión de Incidentes de Ciber Seguridad en I&N	O&M	O&M-NSOM	2201 v2
IO	Operation and Maintenance	Design and Construction criteria definition	Diseño y Construcción de Redes Aéreas en BT	O&M	O&M-ND	2269
IO	Operation and Maintenance	Preventive maintenance	Gestión del Riesgo de Accidentes a Terceros en Infraestructura Eléctrica	O&M	HSEQ HVOU MTBT	2402
IO	Operation and Maintenance	Network Operation	Atención de Fallas en Transformadores y Barras MT de Subestaciones Primarias de Distribución	O&M	O&M-NO	2539
IO	Operation and Maintenance	Network Operation	Procedimiento para la Continuidad del Servicio del Centro de Control en Caso de Pandemias I&N Chile	O&M	O&M-NO	3044
IO	Operation and Maintenance	Network Design and construction criteria definition	Diseño y Construcción de Redes Subterráneas en BT	O&M	O&M-NMSA O&M-ND	3143
IO	Operation and maintenance	Network design and construction criteria definition	Control de Carga de Transformadores de Distribución	O&M	O&M-NMSA O&M-ND	3160
IO	Operation and Maintenance	Network Operation	Medidas para la Prevención del Riesgo y Preparación en Caso de Incendios Forestales que Afectan las Instalaciones Eléctricas	O&M	O&M-NMSA O&M-ND	3176
IO	Operation and Maintenance	Preventive maintenance	Técnicas Predictivas para Mantenimiento por Condición de Interruptores Automáticos de AT y MT a Través del Movimiento de los Mismos	O&M	O&M-NMSA	3373

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Permitting and Industrial Assets management	Assets construction authorization and acquisition	Gestión de Permisos I&N Chile	ND	Transversal I&N	<u>382</u>
IO	Planning and Development	Multiyear Investments Needs definition	Evaluación Técnica Telecontrol MT	ND	ND- NIP	<u>416</u>
IO	Works and services management	Ordinary W&S management	Inspecciones de Obras Chile	ND	ND-S&L, ND-DPMVW, MV/LVOU, HVOU	<u>441 v.2</u>
IO	Works and services management	Ordinary W&S management	Gestión de Contratos I&N Chile	ND	Transversal I&N	<u>442</u>
IO	Works and services management	Ordinary W&S management	Recepción de Obras Chile	ND	Transversal I&N	<u>544</u>
IO	Works and services management	Ordinary W&S management	Metodología de Evaluación de Ofertas Técnicas	ND	Transversal I&N	<u>713</u>
IO	Materials management	Materials planning and scheduling	Planificación de Servicios y Materiales	ND	ND-S&L	<u>767</u>
IO	Materials Management	Materials Logistics Management	Administración de Materiales e Inventarios	ND	ND-S&L	<u>994</u>
IO	Materials Management	Quality-Reliability Control and Defects	Criterio activación de garantías por fallas de materiales	ND	ND-S&L	<u>1014</u>
IO	Planning and Development	Network Planning	Criterios de Conexión a la Red de Transporte	ND	ND- NIP	<u>1746</u>
IO	Planning and Development	Network Planning	Criterios de Planificación de Conexión de Clientes	ND	ND- NIP	<u>1747</u>

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Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Works and services management	Ordinary W&S management	Anulación de Obras en Redes MT	ND	ND-DPMVW	<u>1757</u>
IO	Works and services management	Ordinary W&S management	Ingeniería y Obras en Infraestructura de MT	ND	ND-DPMVW	<u>1758</u>
IO	Works and services management	Ordinary W&S management	Construcción Infraestructura MT	ND	ND-DPMVW	<u>1759</u>
IO	Works and services management	Ordinary W&S management	Aprobación de Proyectos Menores	ND	ND-DPMVW	<u>1760</u>
IO	Works and services management	Ordinary W&S management	Proyectos de Infraestructura MT	ND	ND-DPMVW	<u>1761</u>
IO	Works and services management	Ordinary W&S management	Gestión de Solicitudes de Compra	ND	ND-S&L	<u>2182</u>
IO	Planning and Development	Investments Plan execution and monitoring	Criterios de Planificación de la Red AT y MT	ND	ND-NIP	<u>2389</u>

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Trabajos con Redes en Baja Tensión Desenergizada Chile	HSEQ	Transversal I&N	<u>439</u>
IO	Health and Safety	Health and Safety	Trabajos en Altura Chile	HSEQ	Transversal I&N, MKT	<u>440 v2</u>
IO	Health and Safety	Health and Safety	Instalación de Tierras de Trabajo en Media y Baja Tensión Chile	HSEQ	Transversal I&N,	<u>543</u>
IO	Health and Safety	Health and Safety	Trabajo en Actividades Laborales Complejas	HSEQ	Transversal I&N, MKT	<u>1167</u>
IO	Health and Safety	Health and Safety	Trabajo en Líneas Energizadas para Media Tensión	HSEQ	Transversal I&N,	<u>1168</u>
IO	Health and Safety	Health and Safety	Programa de Salud Ocupacional	HSEQ	Transversal I&N, MKT	<u>1535</u>
IO	Health and Safety	Health and Safety	Detección de Hallazgos por Emergencias en empresas colaboradoras	HSEQ	Transversal I&N, MKT	<u>1536</u>
IO	Health and Safety	Health and Safety	Retiro de sistema antiarco protector network	HSEQ	Transversal I&N, MKT	<u>1537</u>
IO	Health and Safety	Health and Safety	Instructivo de Poda y Tala	HSEQ	Transversal I&N, MKT	<u>1538</u>
IO	Health and Safety	Health and Safety	Identificación de Peligros, Evaluación y Control de Riesgos	HSEQ	Transversal I&N, MKT	<u>1540 v2</u>
IO	Health and Safety	Health and Safety	Instrucción Operativa Autochequeo	HSEQ	Transversal I&N, MKT	<u>1541</u>

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Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Instructivo Izaje de Cargas	HSEQ	Transversal I&N, MKT	1542
IO	Health and Safety	Health and Safety	Medidas de Seguridad en la conducción	HSEQ	Transversal I&N, MKT	1543 v2
IO	Health and Safety	Health and Safety	Estandar de Trabajo Manipulación de Carga Manual	HSEQ	Transversal I&N, MKT	1544
IO	Health and Safety	Health and Safety	Conducción de vehículos por personal de Enel Distribución	HSEQ	Transversal I&N, MKT	1545 v2
IO	Health and Safety	Health and Safety	Detección de Hallazgos por Emergencias	HSEQ	Transversal I&N, MKT	1546
IO	Health and Safety	Health and Safety	Documentación de faenas	HSEQ	Transversal I&N, MKT	1547
IO	Health and Safety	Health and Safety	Evaluación de Calidad del Aire y Criterio de Rechazo para Recintos Que Se Retira Asbesto	HSEQ	Transversal I&N, MKT	1548
IO	Health and Safety	Health and Safety	Trabajos en espacios confinados	HSEQ	Transversal I&N, MKT	1549
IO	Health and Safety	Health and Safety	Reporte e Investigación de Accidentes, Incidentes y Daño a la Propiedad	HSEQ	Transversal I&N, MKT	1550
IO	Health and Safety	Health and Safety	Aprobación de Procedimientos de Trabajo Seguro para Actividades en Subestaciones de Poder	HSEQ	Transversal I&N, MKT	1551
IO	Health and Safety	Health and Safety	Instructivo Operativo Charla Operacional	HSEQ	Transversal I&N, MKT	1566

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Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Instructivo para Inspecciones de Seguridad	HSEQ	Transversal I&N, MKT,	<u>1567</u>
IO	Health and Safety	Health and Safety	Reglamento Especial para Empresas Contratista en Ámbito de Seguridad y Salud Laboral	HSEQ	Transversal I&N, MKT	<u>1568</u>
IO	Integrated Management System	Integrated Management System Maintenance	Emergencias Ambientales por Transformador con Aceite Contaminados con PCB	HSEQ	HSE; MV/LVOU; O&M-NO	<u>1623</u>
IO	Integrated Management System	Integrated Management System Maintenance	Manipulación e Identificación de Gas SF6	HSEQ	HSE; MHVOU	<u>1624</u>
IO	Integrated Management System	Integrated Management System Maintenance	Mediciones y Control de Niveles de Ruido	HSEQ	HSE	<u>1625</u>
IO	Integrated Management System	Integrated Management System Maintenance	Emergencias Ambientales	HSEQ	HSE; MHVOU; MV/LVOU	<u>1626</u>
IO	Integrated Management System	Integrated Management System Maintenance	Gestión de Residuos	HSEQ	HSE; HVCOU;HVMOU; MV/LVOU; ND-S&L	<u>1627</u>
IO	Integrated Management System	Integrated Management System Maintenance	Resguardo de Embalajes de Maderas que Ingresan al País	HSEQ	HSE; HVOU; ND-S&L	<u>1666</u>
IO	Integrated Management System	Integrated Management System Maintenance	Hallazgos Arqueológicos	HSEQ	HSE; HVOU; MV/LVOU	<u>1667</u>

Documentos Locales Vigentes Procesos I&N

Instructivos Operativos (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Medidas para Contrarrestar y Contener la Propagación del Contagio de COVID-19 en I&N Chile	HSEQ	Transversal I&N	<u>3111 v2</u>
IO	Environment	Environment	Gestión de Residuos Especiales I&N Chile	HSEQ	Transversal I&N	<u>3223</u>
IO	Health and Safety	Health and Safety	Requisitos de Seguridad y Pautas de Medidas Organizativas Durante Trabajos Eléctricos	HSEQ	Transversal I&N	<u>3238</u>
IO	Health and Safety	Health and Safety	Requisitos de Seguridad para el Control de Riesgos por Peligro de Atrapamiento	HSEQ	Transversal I&N	<u>3393</u>
IO	Material Management	Quality-reliability control and defects management	Control de Dispositivos de Seguimiento y Medición	HSEQ	Transversal I&N	<u>3394</u>
IO	Operation and Maintenance	Corrective maintenance	Medidores Fallados Atendidos por el Servicio de Emergencia	MV/LVOU	NCO-EBMER	<u>658</u>
IO	Operation and Maintenance	Corrective maintenance	Gestión de Trabajos en Terreno en Estado de Emergencia	MV/LVOU	UO	<u>3141</u>
IO	Operation and Maintenance	Corrective maintenance	Proceso de Atención de Requerimientos de Emergencia	MV/LVOU		<u>3441</u>

Documentos Locales Vigentes

Sistema Integrado de Gestión

Manual Sistema Integrado de Gestión (MSGI)

Procedimientos Organizativos (PO)

Especificaciones Técnicas (ET)

Instructivos de Trabajo (IT)

Lecciones Aprendidas

Briefing de Seguridad

Comprometidos con la Salud, Seguridad y Medio Ambiente

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión. Manual y Procedimientos Organizativos (PO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
MSGI	Integrated Management System	Integrated Management System Maintenance	Manual del Sistema Integrado de Gestión (SIG)	HSEQ	Transversal I&N, MKT,	9 v2
PO	Integrated Management System	Integrated Management System Maintenance	Revisión por la dirección, actividad de análisis y reporte de datos y objetivos	HSEQ	Transversal I&N, MKT,	397 v2
PO	Integrated Management System	Integrated Management System Maintenance	Gestión de la información documentada	HSEQ	Transversal I&N, MKT,	398 v2
PO	Integrated Management System	Integrated Management System Maintenance	Gestión de la Formación	HSEQ	Transversal I&N, MKT,	399 v3
PO	Integrated Management System	Integrated Management System Maintenance	Identificación de peligros/aspectos y evaluación de riesgos e impactos de la gestión de las actividades de trabajo	HSEQ	Transversal I&N, MKT,	400 v2
PO	Integrated Management System	Integrated Management System Maintenance	Gestión de la Energía	HSEQ	Transversal I&N, MKT,	401 v3
PO	Integrated Management System	Integrated Management System Maintenance	Gestión del Cumplimiento de Requisitos Legales y Otros Requisitos	HSEQ	Transversal I&N, MKT,	402 v2
PO	Integrated Management System	Integrated Management System Maintenance	Gestión de emergencias ambientales y de salud y seguridad en el lugar de trabajo	HSEQ	Transversal I&N, MKT,	403 v2
PO	Integrated Management System	Integrated Management System Maintenance	Inspecciones operativas de medio ambiente y seguridad, auditoría interna y auditoría externa	HSEQ	Transversal I&N, MKT,	404 v2
PO	Integrated Management System	Integrated Management System Maintenance	Gestión de situaciones no conforme (incidentes, NC) y acciones correctivas/observaciones	HSEQ	Transversal I&N, MKT,	405 v2
PO	Integrated Management System	Integrated Management System Maintenance	Metodología para el Análisis del Impacto al Negocio (BIA) y la Evaluación de riesgos (RA)	HSEQ	Transversal I&N, MKT	1158

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión. Especificaciones Técnicas (ET)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
ET	Health and Safety	Health and Safety	Arnés de seguridad y equipamiento para trabajo en altura	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Guantes de cuero	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Distancias de seguridad	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Clasificación de extintores según carga de fuego	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Equipo detector de gases tóxicos y combustibles	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Cordeles	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Escalas portátiles de fibra de vidrio	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Medidas preventivas para exposición a radiación ultravioleta	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Elementos de señalización y barreras de seguridad	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Pértigas	HSEQ	Unidades Operativas	Portal SIG

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión. Especificaciones Técnicas (ET)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
ET	Health and Safety	Health and Safety	Medidas de higiene en SSEE rurales por hanta virus	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Careta facial protector contra arco eléctrico	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Casco dieléctrico con barbiquejo de tres puntas	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Tierras de trabajo en el sistema eléctrico	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Botiquines de primeros Auxilios	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Guantes de goma para uso eléctrico	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Deschaquetador de cable	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Calzado de seguridad	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Lentes de seguridad	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Protección respiratoria	HSEQ	Unidades Operativas	Portal SIG

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión. Especificaciones Técnicas (ET) Instructivos de Trabajo (IT)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
ET	Health and Safety	Health and Safety	Ropa ignifuga	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Ropa impermeable al agua	HSEQ	Unidades Operativas	Portal SIG
ET	Health and Safety	Health and Safety	Ropa de trabajo	HSEQ	Unidades Operativas	Portal SIG
IT	Health and Safety	Health and Safety	Peldaño aislado	HSEQ	Unidades Operativas	Portal SIG
IT	Health and Safety	Health and Safety	Uso de escalas en poste, excavaciones y descenso y ascenso a espacios confinados (cámaras y bóvedas)	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-18-03-ESP
IT	Health and Safety	Health and Safety	Uso de la Aplicación 5 Reglas de Oro	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-19-01-ESP
IT	Health and Safety	Health and Safety	Operación de equipo de generación móvil	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-20-01-ESP
IT	Health and Safety	Health and Safety	Levantamiento previo de trabajos programados (con o sin tensión), mediante uso de check list.	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-20-02-ESP
IT	Health and Safety	Health and Safety	Tendido de conductores en Red Aérea MT BT	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-20-03-ESP
IT	Health and Safety	Health and Safety	Intervenciones en Subsuelo	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-20-04-ESP
IT	Health and Safety	Health and Safety	Consideraciones para la prevención y actuación ante casos COVID-19 en las actividades de terreno en Enel Distribución	HSEQ	Unidades Operativas	WKI-HSEQ-HSE-20-05-ESP

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión.



Tipo de Documento	Nombre Documento	Empresa Contratista	Link
Lecciones Aprendidas	Accidente por sobre esfuerzo	Silva y Compañía Limitada	<u>N° 1</u>
Lecciones Aprendidas	Contacto con objeto punzante	Achondo y Compañía	<u>N° 2</u>
Lecciones Aprendidas	Corte con orilladora	Cobra Chile	<u>N° 3</u>
Lecciones Aprendidas	Accidente Sr José Rosario	Urbelec	<u>N° 4</u>
Lecciones Aprendidas	Atención de Domicilio Energizado	ELS	<u>N° 5</u>
Lecciones Aprendidas	Herida Cortopunzante	Provider	<u>N° 6</u>
Lecciones Aprendidas	Accidente por Atrapamiento	Silva y Compañía Limitada	<u>N° 7</u>
Lecciones Aprendidas	Accidente por Aprisionamiento	Achondo	<u>N° 8</u>
Lecciones Aprendidas	Caída Canasto Capacho	ELS	<u>N° 9</u>
Lecciones Aprendidas	Accidente por Caída de Poste de Madera	Clever	<u>N° 10</u>
Lecciones Aprendidas	Accidente por Cortocircuito	ELS	<u>N° 11</u>
Lecciones Aprendidas	Accidente Eléctrico	Prodiel	<u>N° 12</u>

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión.



Tipo de Documento	Nombre Documento	Empresa Contratista	Link
Lecciones Aprendidas	Accidente por golpe de Muerto Cónico	ELS	<u>N° 13</u>
Lecciones Aprendidas	Accidente por Golpe de Escala	Cam Chile	<u>N° 14</u>
Lecciones Aprendidas	Accidente por Caída de Altura	Cobra	<u>N° 15</u>
Lecciones Aprendidas	Accidente por Aprisionamiento	Javelec	<u>N° 16</u>
Lecciones Aprendidas	Accidente por Objeto Cortopunzante	Cam Chile	<u>N° 17</u>
Lecciones Aprendidas	Accidente por Corte	Provider	<u>N° 18</u>
Lecciones Aprendidas	Quemadura por Arco Eléctrico	Prodiel	<u>N° 19</u>
Lecciones Aprendidas	Quemaduras por Arco Eléctrico durante Excavación	ELS	<u>N° 20</u>

Documentos Locales Vigentes SIG

Sistema Integrado de Gestión.



Tipo de Documento	Link
Lecciones Aprendidas	https://portalhseq.cl/documentacion/ usuario: enel Clave: enelhseq
Briefing de Seguridad	Ver Aquí Ver Aquí
Comprometidos con la Salud, Seguridad y Medio Ambiente	Ver Aquí
Normas	Ver Aquí
Cumplimiento y Normas Internas Enel Distribución	Ver Aquí

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Documentos Globales Vigentes

1. RACI
2. Políticas (PL)
3. Procedimientos Organizativos (PO)
4. Instructivos Operativos (IO)

Documentos Globales Vigentes Procesos I&N

RACI y Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
RACI	Transversal	Transversal	RACI Handbook Global Infrastructure and Networks	GI&N	Transversal I&N	6
PL	Customers connection	Inspections and energy Recovery	Global Infrastructure and Networks Energy Losses Evaluation Guidelines	NCO	NCO-EBMER	48 v4
PL	Customers connection	Inspections and energy recovery	Global Infrastructure and Networks Energy Recovery Management Guidelines	NCO	NCO-EBMER	202 v3
PL	Customers connection	Inspections and energy recovery	Global Infrastructure and Networks Energy Measurement Guidelines	NCO	NCO-EBMER	213 v2
PL	Energy Balance	Energy balances execution and no-technical losses calculation	Global Infrastructure and Networks Energy Measurement Billing Guidelines	NCO	NCO-EBMER	231 v2
PL	Customers connection	Commercial Operations	Global Infrastructure and Networks Customer Connection Guidelines	NCO	CO	279 v2
PL	Customers connection	Commercial Operations	Global Infrastructure and Networks Commercial Operation Guidelines	NCO	CO, NCO-EBMER	309 v2
PL	Claims, damages and information management	Claims, damages and information management	Global Infrastructure and Networks Complaints and Requests for Information Management Guidelines	NCO	CO, NCO-EBMER	403
PL	Customer Connections	Producer Connections	Infrastructure and Networks Producer Connection Services Guidelines	NCO	CO	484
PL	Operation and Maintenance	Network Operation	Global Infrastructure and networks HV, MV and LV network development technical criteria	O&M	Transversal I&N	28 v2
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Incident and Crisis Management Guidelines	O&M	Transversal I&N	34 v6 34 v6 esp
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks HV/MV Substation Design Technical Criteria	O&M	O&M-ND, CHVOU	49 v2

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Technical Energy Losses Estimation Guidelines	O&M	NCO-EBMER	57
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks design and construction for MV overhead cable criteria	O&M	O&M-ND, ND-DPMVW, CHVOU	66
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Network Maintenance Program definition and management guidelines	O&M	O&M-NMSA, MHVOU, EMV/LVOU, WMV/LVOU	67 v3 67 v3 esp
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Operation and Maintenance Remote Control Systems Guidelines	O&M	O&M-NSOM	68
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks operation of the MV network with remotely controlled and automated nodes and fault management operations	O&M	O&M-NSOM	69 v3 69 v2 esp
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks remote controlled equipment malfunction management	O&M	O&M-NSOM	70
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks incident management for operations during system migration	O&M	O&M-NSOM	71
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks HV/HV Substation Design Technical Criteria	O&M	O&M-ND, CHVOU	73
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks HV, MV, LV Technical Connections Criteria	O&M	Transversal I&N	86
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks guidelines for the technical energy losses reduction	O&M	NCO-EBMER	87
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Operation and Maintenance Monitoring and control of the interruptions related to the continuity of service	O&M	O&M-NO, O&M-NSOM	200 v2 200 v2 esp

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Operation and Maintenance Quality Indicators Guidelines	O&M	CMQ	201 v4
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks load flow metric definition	O&M	O&M-NO	209 v2
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks design and construction MV guidelines	O&M	O&M-ND, ND-DPMVW	214 v2
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Standardization of Maintenance Predictive Techniques and Oil Treatments for Power Transformers	O&M	O&M-NMSA, MHVOU	234 v.4
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks MV switching substations design and constructive solutions criteria	O&M	O&M-ND, CHVOU; ND-DPMVW	235
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Design and Construction for MV/LV trasformation centers Guideline	O&M	MV/LVOU	262
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Design and Construction HV lines Guidelines	O&M	O&M-ND, CHVOU	332 v3
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Design and Construction LV lines guidelines	O&M	CHVOU, ND-DPMVW	333 v2
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks guideline of microgrids design	O&M	O&M-ND	365 v2
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks - Design and construction for HV, MV, LV end customers connections	O&M	HVOU; CHVOU, ND-DPMVW; MV/LVOU	398

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Criteria for Design of MV Network Automation	O&M	O&M-ND	414
PL	Operation and Maintenance	Preventive Maintenance	Global Infrastructure and Networks guidelines for Management of risk of accidents to third parties on electrical infrastructure	O&M	HSEQ	417
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Measures for Risk Prevention and Preparation in case of wildfires affecting the electrical installations	O&M	HVOU/ MV/LVOU	439 v2
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Design of HV/MV Substations Protection and Control System	O&M	O&M-ND	478
PL	Operation and Maintenance	Energy and Voltage Level Quality	Global Infrastructure and Networks Guidelines for the preparation of the "Action Plan for improving the Continuity of Supply"	O&M	ND	479
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Criteria for MVMV Substations design	O&M		482
PL	Operation and Maintenance	Network Operations	Global Infrastructure and Networks 4R Innovative Resilience Strategy for power distribution networks	O&M		486
PL	Optic Fiber and Smart Meter	Use of electric infrastructure to laying Optic Fiber	Global Infrastructure and Networks Technical rules for access to power distribution infrastructures to install fiber optic cables/antennas	O&M	ND	490
PL	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks design and construction for MV remote switching points installed on poles	O&M	O&M-ND	1997
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Network, Emergency Plans for the stability of the Electrical System	O&M	O&M-NO	1049

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Connections to Transmission Network Planning Criteria	ND	ND- NIP, CHVOU	219 v2
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Customers Connections Planning Criteria	ND	ND- NIP, CO, ND- DPMVW, MVLVOU	220 220 esp
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Material management and inventory global guidelines	ND	ND-S&L	221
PL	Planning and Development	Network Planning	Global Infrastructure and Networks HV and MV Network Planning Criteria	ND	O&M-ND, ND- NIP, CHVOU	74 v2
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Logistics Guidelines	ND	ND-S&L	39 v3
PL	Planning and Development	Network Planning	Global Infrastructure and Networks ordinary and extraordinary contract management guidelines	ND	Transversal I&N	80 v2
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Controls and test on worksite to verify the quality of the contractors activities guidelines	ND	Transversal I&N	83
PL	Networks Management	Materials Management	Global Infrastructure and Network warranties activation criteria for materials failures	ND	ND-S&L	232

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Networks Management	Materials Management	Global Infrastructure and Network technical classification criteria for investments related distribution activities	ND	ND-S&L	<u>233 v2</u>
PL	Planning and Development	Network Planning	Global Infrastructure and Networks criteria for multiyear capex optimal identification	ND	Transversal I&N	<u>244</u>
PL	Materials management	Network components standardization	Global_Infrastructure_and_Networks_Material_Contract_Framework_Guideline	ND	ND-S&L	<u>264</u>
PL	Planning and Development	Network Planning	Global Infrastructure and Networks Guideline for Network Resilience Enhancement Plan	ND	ND- NIP	<u>387</u>
PL	Health and Safety	Health and Safety	Methodology for accident analysis	HSEQ	HSE	<u>3</u>
PL	Health and Safety	Health and Safety	Safety Key Performance Indicators	HSEQ	HSE	<u>23</u>
PL	Networks Management	Materials Management	Global Infrastructure and Networks Components and Materials Quality Policy	HSEQ	CMQ	<u>38</u>
PL	Operation and Maintenance	Network Operation	Global Infrastructure and Networks guidelines on works at height	HSEQ	O&M, NCO, ND, HVOU, MV/LVOU	<u>62 v.2</u>
PL	Integrated HSEQ processes	Planning, Monitoring and Reporting	Classification, communication, analysis and reporting of incidents	HSEQ	HSE	<u>106 v3</u>
PL	Integrated Management System	Integrated Management System Maintenance	Global Infrastructure and Networks Guidelines on Integrated Management System	HSEQ	HSEQ-QSP	<u>225 v4</u>

Documentos Globales Vigentes Procesos I&N

Policy (PL)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks Near Miss Guidelines	HSEQ	HSE	226 v2
PL	Environment	Environment	Global Infrastructure and Networks Guidelines on Sustainability monitoring and reporting	HSEQ	HSEQ-E	227
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks Environmental Aspects/ Impacts and Risk assessment methodology	HSEQ	HSEQ-E	228 v3
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks guidelines on complex work activities	HSEQ	Transversal I&N	229
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks guidelines on live working on Medium Voltage electrical installations	HSEQ	MVLVOU, ND-DPMVW, NCO-EBMER	230
PL	Integrated Management System	Integrated Management System Maintenance	Global Infrastructure and Networks Guidelines on Identification of Risks and opportunities within the Integrated Management System	HSEQ	HSEQ-QSP	263 v2 263 esp
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks, Health and Safety Risk assessment	HSEQ	HS	1053
PL	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures During Electrical Works Guidelines	HSEQ	HSE	441
PL	Environment	Environmental Management of Work Activities	Guideline on waste management	Holding	HSEQ-E	473
PL	Environment	Environmental Management of Work Activities	Biodiversity	Holding	HSEQ-E	474
PL	Materials management	Quality-reliability control and defects management	Global Infrastructure and Network Materials and Components Defects Managing Policy	QPT	CMQ	357 v2
PL	Health & Safety, Environment, Quality	Health & Safety	Guideline for Emergency Management	P&O	Transversal I&N	203 v2

Documentos Globales Vigentes Procesos I&N

Procedimientos Organizativos (PO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PL	Health & Safety, Environment, Quality	Health & Safety	Safe Use of Mobile Phone at work	P&O	Transversal I&N	380 v2
PO	Tenders and Offers	Technology and Commercial Offer; Contract Management	Global Infrastructure and Networks technology offers management	NCO	NTI;BD;ND;P&C	807 v2
PO	Customer Connections	Commercial Operations	Global Infrastructure and Networks, Commercial operation improvement	NCO	CO	982
PO	Customer Connections, Energy Balance, Metering	Measurement data validation and management	Global Infrastructure and Networks, Energy measurement and recovery operations	NCO	NCO-EBMER	1099
PO	Planning and Development	Multiyear Investments Needs definition	Global Infrastructure and Networks Business Needs Planning	ND	Transversal I&N	38
PO	Works and services management	Ordinary W&S management	Global Infrastructure and Networks Change Order Approval	ND	Transversal I&N	39 v2 39 v2 esp
PO	Planning and Development	Network Planning	Global infrastructure and Networks Business Development and M&A deal execution below threshold	ND	ND- NIP	68 v,2
PO	Planning and Control	Financial Evaluation and Investment management	Global Infrastructure and Networks Investment Approval and Control	ND	ND- NIP	412 v2
PO	Planning and Development	Multiyear Investments Needs definition	Global Infrastructure and Networks Strategic Growth Pipeline	ND	Transversal	476
PO	Works and services management	Micro purchasing and scraps selling	Global Infrastructure and Networks Purchase Request Management	ND	Transversal I&N	558 v2
PO	Materials management	Materials Master data;	Global Infrastructure and Network Materials Management	ND	O&M-ND	978

Documentos Globales Vigentes Procesos I&N

Procedimientos Organizativos (PO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
PO	Works and services management	Ordinary W&S management; Extraordinary W&S management; W&S delegated purchasing	Global Infrastructure and Network Works and services management	ND	O&M-ND	<u>979</u>
PO	Planning and Development	Network Planning, Multiyear Investments Needs definition, Investments Plan execution and monitoring	Global Infrastructure and Networks, Planning and Development	ND	ND- NIP	<u>1101</u>
PO	Origination	Technology scouting and map definition	Global Infrastructure and Networks Innovation Procedure	QPT	NTI	<u>447</u>
PO	Health and Safety	Health and Safety	Global Infrastructure and Networks Extra Checking on Site implementation model definition	HSEQ	Transversal I&N	<u>12</u>
PO	Materials management	Network components standardization	Global Infrastructure and Network - Network components standardization Organizational Procedure	O&M	O&M-NMSA	<u>855</u>
PO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Network Network Design, Construction and Feasibility Studies	O&M		<u>876</u>
PO	Operation and Maintenance	Network Operation; Corrective Maintenance; Preventive Maintenance; Energy and Voltage Level Quality	Global Infrastructure and Network, Network Operation and Maintenance	O&M	CO	<u>875</u>
PO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Networks, Component and material quality	CMQ	CMQ	<u>1100</u>
PO	Network Technologies	Smart Meter devices – Design, engineering and requirement specification; Smart Meter devices -Production	Global Infrastructure and Networks, Smart Meter devices: Design, engineering, requirement specification and production	NT	NTI	<u>1059</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Development Planning	Network Planning	Global Infrastructure and Networks Cost Benefit Analysis Evaluation for Smart Meters	NCO	SM	1463 v2
IO	Customer Connection	Inspections and Energy Recovery	Global Infrastructure and Networks Controls on LV meters during access and post removal phase	NCO	RO	3131
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks Design and construction HV lines guidelines	O&M	ND HVOU	332 v.2
IO	Operation and Maintenance	Energy and voltage level quality	Global Infrastructure and Networks Control of the interruptions related to the continuity of service	O&M	O&M-NO, O&M-NSOM	937 v2
IO	Merger and Acquisition	TBD	Global Infrastructure and Networks Technical evaluation of new business opportunities	O&M	Transversal I&N	978
IO	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Operational Risk Analysis	O&M	O&M-NMSA	1121 v3 1121 esp
IO	Operation and Maintenance	Network Operation	Global Infrastructure and Networks, Remote control KPI, operating instruction	O&M	O&M-NO	1797 v3
IO	Operation and Maintenance	Maintenance	Global Infrastructure and Networks - Predictive techniques for on condition maintenance of HV and MV circuit-breakers through the movement of the same	O&M	O&M-NO; HVOU;MV/LVOU	1798 v2
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks - Fire hazard prevention for HV/MV substations	O&M	O&M-ND; HVOU	1865
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks - Off-grid Individual Photovoltaic System: Operating Instruction for sizing, installation and maintenance	O&M	O&M-ND	1847
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Network Load control of distribution transformers Operating Instruction	O&M	O&M-ND	1926

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Cyber Security Events Management Operative Instruction	O&M	O&M-NSOM	<u>2099 v2</u>
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks MV overhead lateral lines protection operating instruction	O&M	O&M-ND	<u>2162</u>
IO	Business Development	M&A	Global Infrastructure and Networks Counterparty analysis for BD activities	O&M		<u>2159</u>
IO	Operation and Maintenance	Network Design and Construction criteria definition	Global Infrastructure and Networks, Construction Specification HV / MV substations "Liberty 1"	O&M	O&M-ND	<u>2421</u>
IO	Operation and Maintenance	Network Operation	Global Infrastructure and Networks Control Centers procedures in case of pandemic events	O&M	O&M-NO	<u>2535</u>
IO	Operation and Maintenance	Network Operation	Global Infrastructure and Networks, Analysis of relevant failures and service interruptions in the GI&N Division	O&M	O&M-NO	<u>3397</u>
IO	Operation and Maintenance	Preventive Maintenance / Corrective Maintenance	Global Infrastructure and Networks, management of oil-insulated components, removed from the grid	O&M	O&M-NMSA	<u>3251</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Works and Services Management	Ordinary W&S management	Controls and test on worksite to verify the quality of the contractors activities	ND	Transversal I&N	<u>697</u>
IO	Planning and Development	Network Planning; Multiyear Investments Needs definition	Global Infrastructure and Networks Load Forecast and reliability criticalities detection and solution	ND	ND- NIP	<u>1383</u>
IO	Planning and Development	Network Planning	Global Infrastructure and Networks Criteria for elaboration of Quality Plans	ND	ND- NIP	<u>1774</u>
IO	Planning and Development	Multiyear Investments Needs definition	Global Infrastructure and Networks Operative Instruction on the evaluation of sustainability (environmental and social) impacts of Capex investments	ND	ND- NIP	<u>1927</u>
IO	Works and Services Management	Ordinary W&S management	Global Infrastructure and Networks "Elenco Compensi" process review	ND	ND-S&L	<u>2169</u>
IO	Networks Management	Planning and Development	Global Infrastructure and Networks Subsidized Programs	ND	ND- NIP	<u>2265</u>
IO	Works and Services Management	Ordinary W&S management	Global Infrastructure and Networks Works and Services subcontracts	ND	ND-S&L	<u>3042</u>
IO	Planning and Development	Multiyear Investment Needs definition	Global Infrastructure and Networks Business needs planning	ND	ND-S&L	<u>3103</u>
IO	Material Management	Materials logistics management	Global Infrastructure and Networks meters and concentrators traceability	ND	ND-S&L	<u>3235</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	TBD	TBD	Global Infrastructure and Networks Factory Acceptance Tests Execution Operating Instruction	HSEQ	CMQ	<u>41 v2</u>
IO	TBD	TBD	Global Infrastructure and Networks Power Transformers Acceptance Test Execution Operating Instruction	HSEQ	CMQ	<u>42 v2</u>
IO	TBD	TBD	Global Infrastructure and Networks Components and Material Quality Internal KPIs Calculation and Reporting Operating Instruction	HSEQ	CMQ	<u>43</u>
IO	Networks Management	TBD	Global Infrastructure and Networks High Voltage Circuit Breakers Acceptance Test Execution Operating Instruction	HSEQ	CMQ	<u>366 v2</u>
IO	Networks Management	TBD	Global Infrastructure and Networks MV Pole Mounted Switch-Disconnectors Acceptance Test Execution Operating Instruction	HSEQ	CMQ	<u>367 v2</u>
IO	Networks Management	TBD	Global Infrastructure and Networks MV/LV Transformers Acceptance Test Execution Operating Instruction	HSEQ	CMQ	<u>384</u>
IO	Networks Management	TBD	Global Infrastructure and Networks Operating Instruction for external Component and Materials Quality inspectors evaluation and the Service Providers' quality level monitoring	HSEQ	CMQ	<u>385</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Materials Management	Quality-reliability Control and Defects Management	Global Infrastructure and Networks Operating Instruction for Supplies Quality KPIs calculation	HSEQ	CMQ	<u>387 v2</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Health and Safety Data Validation	HSEQ	HSE	<u>391</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Operating Instruction on personnel classification for electrical work activities	HSEQ	Transversal I&N	<u>886</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Operating Instruction on live working on low voltage electrical installations	HSEQ	Transversal I&N	<u>887</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Operating Instruction on dead working on electrical installations	HSEQ	Transversa I&N	<u>1106</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Operating Instruction on measurement and testing activities	HSEQ	Transversal I&N	<u>1107 v2</u>
IO	Environment	Environmental Management of Work Activities	Supplier Environmental Assessment	Holding	HSEQ-E	<u>1149</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks, Classification, communication, analysis and reporting of third parties incidents Operating Instruction	HSEQ	Transversal I&N	<u>1861 v2</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety operating Instruction for coordination of the use of the helicopter in works on power lines	HSEQ	HSE-HS; O&M-NSOM-HVOU	<u>2130</u>
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures for Entrapment Risk	HSEQ	HSE	<u>2361</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures for Lifting and Pulling activities	HSEQ	HSE	<u>2360</u>
IO	HSEQ	Quality	Global Infrastructure and Networks Process Design	HSEQ	HSE	<u>2333</u>
IO	HSEQ	Quality	Global Infrastructure and Networks Test on Process program model definition	HSEQ	HSE	<u>2344</u>
IO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Networks Quality Control Activities Planning	QPT	CMQ	<u>1505</u>
IO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Networks Second-party Audit activities conduction for supplier Quality management system	QPT	CMQ	<u>1585 v2</u>
IO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Networks "SF6 gas" devices leakages measurement during Components and Materials Quality Control Activities" Operating Instruction	QPT	CMQ	<u>1857</u>
IO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Network Materials and Components Defects Managing	QPT	CMQ	<u>2419</u>
IO	Planning and Control	Reporting and Performance Control	Global Infrastructure and Network Accounting Management standardization	P&C	Transversal I&N	<u>727</u>
IO	Planning and Control	Reporting and Performance Control	Global Infrastructure and Networks – Staff and Line Global Function Control Model	P&C	Transversal I&N	<u>1678</u>

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Instrucciones Operativas (IO)



Tipo de Documento	Macro Proceso	Proceso	Nombre Documento	Unidad Dueña del Proceso	Unidades que Aplica	Link
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Measures to contrast and contain the spread of the contagion of COVID-19	HSEQ	HS	3046
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures for Interference Management Process and Complex works activities	HSEQ	HS	3207
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures for Execution of activities in Confined or Restricted Spaces	HSEQ	HS	3239
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety requirements and Organizational Measures for the identification of the Foreman during activities	HSEQ	HS	3266
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks Safety Requirements and Organizational Measures for Risks during Excavation Activities	HSEQ	HS	3267
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks, Safety Inspections	HSEQ	HS	3291
IO	Integrated Management System Maintenance	Integrated Management System Maintenance	Global Infrastructure and Network Methods of conducting internal audits of the IMS	HSEQ	HS	3281
IO	Environment	Environment	Global Infrastructure and Networks Management of Asbestos-Containing Materials	HSEQ	HSEQ-E	3271
IO	Materials management	Quality-reliability control and defects management	Global Infrastructure and Networks Components and Materials Quality Consequence Management	HSEQ	CMQ	3283
IO	Environment	Environment	Global Infrastructure and Networks management of measuring devices classified as waste	HSEQ	HSEQ-E	3411
IO	Health and Safety	Health and Safety	Global Infrastructure and Networks, Classification, communication, analysis and reporting of Safety incidents	HSEQ	HS	3436

Tabla de Acrónimos

Acrónimos de Unidades Organizativas I&N



Acrónimo		Descripción Inglés	Descripción Español
I&N		Infrastructure and Network	Infraestructura y Redes Distribución
HSEQ		Health, Safety, Environment and Quality	Salud, Seguridad, Medio Ambiente y Calidad
	HSEQ- HS	Health, and Safety	Salud y Seguridad
	HSEQ- E	Environment	Medioambiente
	HSEQ-QSP	Quality Systems and Processes	Sistemas de Calidad y Procesos
	HSEQ-CMQ	Components and Material Quality	Calidad de Componentes y Materiales
NCO		Network Commercial Operations	Operaciones Comerciales Redes
	NCO- CO	Commercial Operations	Operaciones Comerciales
	NCO-EBMER	Energy Balance, Metering and Energy Reovery	Balance, Medición y Recuperación de Energía
	NCO- SM	Smart Meter	Medida Inteligente
	NCO-RO	Inspections and Normalization	Inspecciones y Normalización
ND		Network Development	Desarrollo Redes
	ND- NIP	Network Planning, Investment Analysis and Subsidized Financing	Planificación de la Red, Inversiones y Financiamiento Subsidiado
	ND-S&L	Suppliers and Logistics	Proveedores y Logística
	ND-DPMVW	Design, Permitting and MV Works	Diseño, Permisos y Obras MT
O&M		Operations and Maintenance	Operación y Mantenimiento
	O&M-NO	Network Operations	Operaciones de la Red
	O&M-NSOM	Network Systems Operations and Maintenance	Sistemas de Operación y Mantenimiento de la Red
	O&M- NMSA	Network Maintenance, Studies and Analysis	Mantenimiento Estudios y Análisis de la Red
	O&M- ND	Network Design	Diseño de la Red
HVOU		HV Operating Unit	Unidad Operación AT
	HVOU-M&C	Management and Control HV Operating Unit	Unidad Control de Gestión de Unidad Operación AT
	HVOU-CHV	Costruction HV Operations Unit	Construcción Unidad Operativa de AT
	HVOU-MHV	Maintenance HV Operating Unit	Mantenimiento Unidad Operativa de AT
	HVOU-PTO	Protections and Telecontrol Operating	Protecciones y Operación de Telecontrol
MV/LVOU		MV/LV Operation Unit	Unidad Operación MT/BT
	MVLVOU-M&C	Management and Control MV/LV Operating Unit	Unidad Control de Gestión de Unidad Operación MT/BT
	COU	Cordillera Operating Unit	Unidad Operativa Cordillera
	FOU	Florida Operating Unit	Unidad Operativa Florida
	CHOU	Chacabuco Operating Unit	Unidad Operativa Chacabuco
	POU	Pacífico Operating Unit	Unidad Operativa Pacífico
QPT		Quality and Process Transformation	Calidad y Transformación de Procesos
P&O		People and Organization	Personas y Organización