



Electrical Safety



Purpose

: prevent electricity related injuries & property damage

Electricity has long been recognized as a serious workplace hazard, exposing employees to dangers such as electric shock, electrocution, fires, & explosions

Responsibilities

Employees

- ❖ Report all electrical deficiencies immediately
- ❖ Not work on electrical equipment unless authorized or trained
- ❖ Properly inspect all electrical equipment prior to use

Managers & Supervisors

- ❖ Ensure employees receive appropriate electrical training
- ❖ Notify HSSE Program Director when changes in operations increase
- ❖ Enforcing this Electrical Safety Procedure

HSSE

- ❖ Provide training for all employees
- ❖ Conduct inspections to identify electrical safety deficiencies
- ❖ Guard & correct all electrical deficiencies promptly
- ❖ Ensure all electrical installations meet OSHA codes & regulations



General Requirements



Personal Protective Equipment (PPE) *must* be used any time employees are working in areas where potential contact with exposure is possible

PPE *should* be...

- ❖ Designed for the work being performed & the environment where it is used
- ❖ Visually inspected and/or tested before use
 - ❖ Any defective or damaged PPE should be replaced, repaired or discarded

When the insulating capabilities of PPE may be damaged during the work, a protective outer cover, such as leather, must be used



Non-conductive head protection is required whenever there is danger of injury from electrical burns or shock from contact with exposed energized parts



Protective eye or face equipment is required when there is a danger from electrical burns or shock from contact with exposed energized parts

Procedures:

1. Engineering Controls

- ❖ All electrical distribution panels, breakers, disconnects, switches, & junction boxes should be completely enclosed
- ❖ All non- rigid cords should provide strain relief when necessary
- ❖ Electrical distribution areas will be guarded against accidental damage by being specifically designed rooms and use of substantial guard posts, rails, and other structural means
- ❖ A clear approach & 3-foot side clearance should be maintained for all distribution panels
- ❖ All conduits should be fully supported throughout its length
- ❖ Non-electrical attachment is prohibited
- ❖ Watertight enclosures should be used when there is possibility for moisture entry either from operations or weather exposure



Procedures:

2. Administrative Controls

- ❖ Only trained & authorized employees may conduct repairs to electrical equipment
- ❖ Partner performing electrical work must hold a license for the rated work
- ❖ Areas under new installation or repair will be sufficiently guarded with physical barriers & warning signs to prevent unauthorized entry
- ❖ All electrical control devices should be properly labeled
- ❖ Access to electrical distribution rooms is limited to those employees who have a need to enter
- ❖ Work on energized circuits is prohibited unless specifically authorized by senior facility management
- ❖ All qualified employees will follow established electrical safety procedures & precautions



Procedures:

3. Protective Equipment Controls

- ❖ Qualified employees will wear electrically rated safety shoes or boots
- ❖ All tools used for electrical work should be properly insulated



- ❖ Electrically rated gloves should be available for work on electrical equipment
- ❖ Electrically rated matting will be installed in front of all distribution panels in electric utility rooms



Training for Unqualified Employees

: general electric safety precautions to provide an awareness & understanding of electrical hazards

Electrical safety rules for nonqualified employees:

- ❖ Report all electrical deficiencies to your supervisor
- ❖ Water & electricity do NOT mix
- ❖ Even low voltages can injure or even kill you

Do NOT...:

- ❖ Conduct any electrical repairs to electrical equipment
- ❖ Use cords or plugs if the ground prong is missing
- ❖ Operate equipment if you suspect an electrical problem
- ❖ Overload electrical receptacles



**Thank you for completing the
Electrical Safety training!**

Please complete the [Electrical Safety quiz](#)
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