

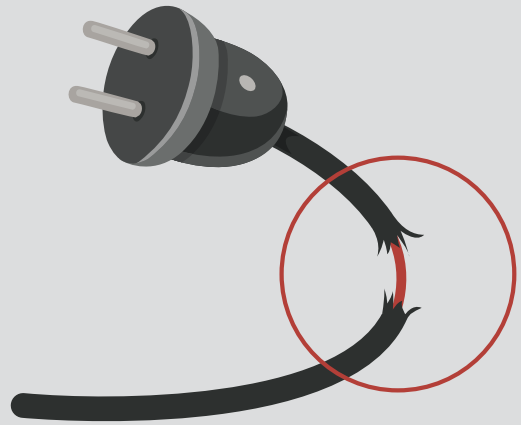
# ELECTRICAL SAFETY GUIDELINES FOR WORKING SAFELY AROUND ELECTRICITY.

## Maintenance Tips Around Electricals

- Make sure cords are not frayed or damaged.
- Make sure grounding plugs have not been removed.
- Keep electrical panel doors closed.
- Maintain a 36-inch clear zone around electrical panels – floor marking is a good idea.
- Avoid buildup of dust or combustible material near electricals.
- Make sure junction box covers, outlet covers, conduit junctions, etc., are secured.
- Label all breakers / switches.
- Do not perform housekeeping where live parts present an electrical contact hazard.

## Safety Tips for Working Around Electricals

- Use lockout procedures to avoid contact with electricity.
- Use properly grounded or double-insulated power tools.
- Use fiberglass / nonconductive ladders.
- Do not use non-GFCI protected electricals in wet environments.
- Do not overload circuits.
- Do not use extension cords in place of permanent wiring.
- Do not wear conductive jewelry / clothes or steel-toed boots near energized parts.
- Do not defeat electrical safety interlocks.
- Inspect cord-and-plug connected equipment.
- Do not plug in equipment with wet hands.
- Use insulated hand tools.
- Use PPE around electrical hazards, such as a hard hat for overhead electricals.



## First Aid for Electrocution

- 1. Do not touch any victim that may be in contact with live electricity!**
- 2. Unplug the appliance or turn off the power at the control panel.**
- 3. If you can't turn off the power, use a nonconductive object to separate victim from power source.**
- 4. Do not try to move a victim touching a high-voltage wire. Call for emergency help.**
- 5. Keep victim lying down. Unconscious victims should be placed on their side to allow drainage of fluids. Do not move victim if there is suspicion of spinal injuries unless absolutely necessary.**
- 6. If the victim is not breathing, apply mouth-to-mouth resuscitation. If the victim has no pulse, begin CPR. Then cover the victim with a blanket to maintain body heat. Keep the victim's head low and get medical attention.**
- 7. Cover associated electric shock burns with dry sterile dressings only.**

# ELECTRICAL SAFETY

## GUIDELINES FOR WORKING SAFELY AROUND ELECTRICITY.

### Safety Tips for Working Around Electricals (Cont.)

- Use safety signs / tags, barricades or attendants to warn of electrical hazards.
- Watch for overhead power lines when operating mobile equipment or using ladders.
- Have proper work practices for handling conductive materials, such as pipes or ducts near overhead lines.
- In confined spaces use protective shields, barriers or insulating materials to avoid contact with electricals.
- Never carry a tool by the cord or yank the cord to disconnect it from the receptacle.
- Keep cords away from heat, oil and sharp edges, and do not staple them or otherwise damage them.

### GFCI Safety Around Water

- Need Ground Fault Circuit Interrupters protection for working in wet environment indoors or outside.
- Outlets near water, such as sinks, need to be GFCI protected.

### Lockout / Tagout Procedure

1. Prepare for shutdown. Determine energy sources. Notify affected employees.
2. Shutdown machine / equipment.
3. Isolate machine / equipment from energy source.
4. Apply LOTO device: to be applied only by an authorized employee.
5. Relieve, disconnect, or restrain stored energy.
6. Verify isolation. TEST! Try controls. Then put back in "off" mode. Test circuits / electrical parts.

