

SAFETY BREAKS

Name: _____ Date: _____

Location: _____ Your Safety Concerns: _____

Discussion Leader: _____

Today's Topic: Working Sensibly With Electricity

In our industry, electrical accidents cause thousands of injuries and deaths every year. Unsafe working conditions and unsafe acts are the underlying causes of all these accidents. Learning to spot, correct, and prevent these culprits will make your workplace safer.

CORRECT UNSAFE CONDITIONS

Unsafe working conditions result from faulty equipment or hazards in the environment. Equipment with defective insulation or parts, improper grounding, loose connections or unguarded energized parts are just plain dangerous to work with. Environments containing flammable vapors, liquids, gases, corrosive chemicals, and wet or damp locations can also be dangerous when electrical equipment is in use. Take actions to correct these hazards. Always check equipment, cords, and attachments before each use. Make sure all equipment is properly grounded and plugged into grounded circuits, never modify or remove a guard (guards protect you from energized equipment and parts). Be aware of flammable or corrosive chemicals, and follow your company's procedures for operating electrical equipment in their vicinity.

KEEP ELECTRICITY WORKING FOR YOU

Electricity is a powerful ally in the workplace, but it should never be taken for granted. By exercising caution and common sense, you can keep electricity working for you, not against you.

PREVENT UNSAFE ACTS

The most common unsafe acts include using tools or equipment too close to energized parts, intentionally using tools that are obviously defective or unsafe, and failing to shut off electrical equipment for repairs, servicing, or inspections. Don't be a victim of unsafe acts:

- Keep clear of energized parts. Be aware of the conductive materials and tools around you, and keep them far from sources of electricity. Remember steel wool, metallic cleaning cloths, and some chemical solutions are conductive.



- Never use equipment you know is damaged. No shortcut is worth an electrical shock. Report any damaged insulation, loose parts, or connections that you find.
- Be aware of your company's lockout/tagout procedures to ensure that equipment is turned off (and stays off) during maintenance, repairs, and set-ups.
- If you must work with energized parts and lockout/tagout is not possible, always use protective equipment, such as rubber gloves, sleeves, blankets and mats, or non-conducting tools rated for the voltage of the parts. Make sure this equipment is maintained so that it does its job.
- Avoid using electrical equipment when you or the equipment are wet. If you must work in damp areas, use a ground circuit interrupter (GFCI).

Store electrical cords properly to keep them from being damaged!

What electrical hazards are currently in your work area?

What are the steps to properly lockout a machine?

Where are machine-specific lockout/tagout procedures kept, and are they up-to-date?

