

Electric City, Inc.
Safe Work Practices
Energized Electrical Equipment

- * Prior to the commencement of work activities and when possible, energized electrical equipment shall be de-energized and locked-out/tagged-out.
- * When it is impractical to de-energize the equipment or when de-energizing the equipment would pose an increased hazard, the following safe work practices shall be followed:
 - * Safe work space shall be provided and maintained around all electrical equipment.
 - * Only qualified personnel shall work on circuit parts of equipment that have not been de-energized. Those personnel shall be familiar with the proper use of precautionary techniques, personal protective equipment, proper clothing, insulative and shielding materials and insulated tools.
 - * When work activities are performed on energized 440 volts AC/250 volts DC> equipment, two qualified personnel shall be stationed in the relevant work zone.
 - * In order to protect personnel from a potential electrical burn and/or arc flash exposure, suitable clothing shall be worn. Torn or loose clothing, cuffs, etc. are hazardous. A long sleeve shirt is preferable. Clothing constructed from acetates, nylon, polyester or rayon are prohibited.
 - * Jewelry, such as: rings, bracelets, neck chains, etc. shall not be worn.
 - * When personnel are exposed to a falling, flying, penetration, electrical or impact hazard, hardhat utilization is required.
 - * Eye and face protection:
 - * Safety-rated eye wear must be worn.
 - * A full face shield is recommended, unless utilization enhances injury potential.
 - * Electrical protective device(s), constructed from approved insulative material shall be used to cover energized component(s). These may consist of: rubber blanket(s), micarta sheet(s), "fish" paper or other insulative material. (Cardboard is not considered an insulative material.) All insulative material shall be securely attached in order to prevent inadvertent displacement. Practical line worker's rubber gloves, with leather outer gloves, may be worn.
 - * When energized electrical component(s) present a potential contact hazard, personnel shall maintain a suitable clearance distance in order to prevent unintended electrical contact.
 - * A non-conductive access ladder shall be utilized.
 - * Only authorized personnel may defeat an electrical safety interlock and then only temporarily while working on the equipment. Whenever possible, equipment should be de-energized before opening.
 - * Whenever possible, tools with insulated grips shall be used in order to minimize potential live electrical part contact. Prior to each utilization, insulated grips shall be inspected.