

### Electrical Safety: Work Practices

**Instructions:** This checklist is intended to help you identify potential hazards in your workplace. The questions are based on applicable Federal OSHA standards. Keep in mind that additional state and local regulations may apply, depending upon your location. Please check one answer for each question. If you select “no,” you should investigate further to determine what corrective action may be needed to address the hazard. You can review the specific OSHA Standards outlined below at [www.osha.gov/law-regs.html](http://www.osha.gov/law-regs.html). Choose “General Industry” or “Construction.”

	Questions	OSHA Regulation	Yes	No	N/A
	<b>Electric Power and Lighting Circuits</b>				
1)	Are load-rated switches, circuit breakers, or other devices designed to be a disconnecting means used for opening, reversing, or closing of circuits under load conditions?	1910.334(b)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Is repetitive manual reclosing of circuit breakers or reenergizing circuits through replaced fuses prohibited?	1910.334(b)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	After a circuit is deenergized by a circuit protective device, is manually reenergizing the circuit prohibited until it is determined that the equipment and circuit can be safely energized?	1910.334(b)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Is modifying overcurrent protection of circuits and conductors prohibited?	1910.334(b)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Personnel Protection for Electrical Work</b>				
5)	Are employees who work in areas where electrical hazards exist provided with and required to use protective equipment that is appropriate for the body parts to be protected and the work to be performed?	1910.335(a)(1)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Is the protective equipment maintained in good working condition and periodically inspected or tested?	1910.335(a)(1)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Are employees required to wear nonconductive head protection if head injury might occur from electric shock or burns when exposed energized parts are contacted?	1910.335(a)(1)(iv)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<b>Personnel Protection for Electrical Work</b>				
<b>8)</b>	Are employees required to wear protective equipment for the eyes and face if injury might occur when electrical explosion causes electric arcs or flashes or flying objects?	1910.335(a)(1)(v)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>9)</b>	Are employees required to use insulated tools or handling equipment if the tool or equipment might contact exposed energized conductors or circuit parts?	1910.335(a)(2)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>10)</b>	When normally enclosed live parts are exposed for maintenance and repair, are they guarded to protect unqualified persons from contact?	1910.335(a)(2)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11)</b>	Are protective shields, protective barriers, or insulating material used to protect employees from shock, burns, or other injuries while they work near exposed energized parts or where dangerous electric heating or arcing might occur?	1910.335(a)(2)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12)</b>	Are safety signs, safety symbols, or tags used to warn employees about hazards (such as failure of electrical equipment) that could cause electric shock, burns, or other injury?	1910.335(b)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Portable Electrical Equipment</b>				
<b>13)</b>	Is portable equipment handled in a manner that will not cause damage?	1910.334(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>14)</b>	Is the use of flexible cords connected to equipment for raising or lowering that equipment prohibited?	1910.334(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>15)</b>	Is it prohibited to fasten flexible cords with staples or hang them in a manner that could damage the outer jacket or insulation?	1910.334(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>16)</b>	Are portable cord and plug-connected equipment and flexible cord sets (extension cords) visually inspected before use every day?	1910.334(a)(2)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<b>Portable Electrical Equipment</b>				
<b>17)</b>	If a defect might expose employees to injury, is the defective or damaged item removed from service and are employees prohibited from using it until repairs and tests have been made?	1910.334(a)(2)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>18)</b>	Do flexible cords used with grounding-type equipment contain an equipment grounding conductor?	1910.334(a)(3)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>19)</b>	Is it prohibited to connect or alter attachment plugs or receptacles in any way that would prevent proper continuity of the equipment grounding conductor at the point where the plugs are attached to the receptacles?	1910.334(a)(3)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>20)</b>	Are adapters that interrupt the continuity of the equipment grounding connection prohibited?	1910.334(a)(3)(iii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>21)</b>	Are locking type connectors properly secured after connection?	1910.334(a)(5)(iii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>22)</b>	Are only approved portable electric equipment and flexible cords used in highly conductive work locations (such as those wet with water or other conductive liquids), or in job locations where employees are likely to contact water or conductive liquids?	1910.334(a)(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>23)</b>	Is it prohibited for employees hands to be wet when plugging and unplugging flexible (extension) cords and cord and plug equipment?	1910.334(a)(5)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Test Instruments and Equipment</b>				
<b>24)</b>	Are only qualified persons permitted to perform testing work on electric circuits or equipment?	1910.334(c)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>25)</b>	Have all test instruments, equipment, and all associated test leads, cables, power cords, probes, and connectors been visually inspected for external defects and damage before the equipment is used?	1910.334(c)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<b>Test Instruments and Equipment</b>				
<b>26)</b>	If a defect may expose an employee to injury, is the defective or damaged item removed so that no employee can use it until the necessary repairs and tests have rendered the equipment safe?	1910.334(c)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>27)</b>	Are test instruments, equipment, and their accessories rated for the circuits and equipment to which they will be connected?	1910.334(c)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>28)</b>	When flammable materials are present only occasionally, is electrical equipment capable of igniting them prohibited?	1910.334(d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Training Requirements</b>				
<b>29)</b>	Are employees who are at risk of electric shock trained in and familiar with the safety-related work practices that pertain to their respective job assignments?	1910.332(b)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>30)</b>	Are qualified employees (those who are permitted to work on or near exposed energized parts) given the proper training?	1910.332(b)(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>31)</b>	Do qualified employees have the skills and techniques necessary to distinguish exposed live parts from other parts of electric equipment?	1910.332(b)(3)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>32)</b>	Do qualified employees have the skills and techniques necessary to determine the nominal voltage of exposed live parts?	1910.332(b)(3)(ii)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>33)</b>	Is the degree of training provided determined by the risk to the person?	1910.332(c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<b>Working on or Near Exposed Deenergized Parts</b>				
<b>34)</b>	Are all live parts deenergized before employees work on them?	1910.333(a)(1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>35)</b>	If an employee has contact with parts of fixed electrical equipment or circuits that have been deenergized, have the circuits energizing the parts been locked or tagged?	1910.333(b)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>36)</b>	Are safe procedures determined before circuits or equipment are deenergized?	1910.333(b)(2)(ii)(A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>37)</b>	Are the circuits and equipment to be worked on disconnected from all energy sources?	1910.333(b)(2)(ii)(B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>38)</b>	Is a lock and tag placed on each disconnecting means used to deenergize circuits and equipment?	1910.333(b)(2)(iii)(A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>39)</b>	Is a written copy of electrical safety procedures (including lockout and tagging) available for inspection?	1910.333(b)(2)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>40)</b>	Is the lock attached so no one can operate the disconnecting means?	1910.333(b)(2)(iii)(A)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>41)</b>	Does each tag have a statement prohibiting unauthorized operation of the disconnecting means and removal of the tag?	1910.333(b)(2)(iii)(B)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>42)</b>	When a tag is used without a lock, is at least one additional safety measure used that provides a level of safety equivalent to that obtained from a lock?	1910.333(b)(2)(iii)(D)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Working on or Near Exposed Energized Parts</b>				
<b>43)</b>	Are only qualified persons permitted to work on electric circuit parts or equipment that have not been deenergized?	1910.333(c)(2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<b>Working on or Near Exposed Energized Parts</b>				
44)	Are employees restricted from entering spaces containing exposed energized parts, unless illumination is provided that enables them to perform the work safely?	1910.333(c)(4)(i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45)	Are employees prevented from handling conductive materials and equipment that are in contact with the person's body that may contact exposed energized conductors or circuit parts?	1910.333(c)(6)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46)	Do portable ladders have nonconducting siderails when they could contact exposed, energized parts?	1910.333(c)(7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47)	Is the use of conductive articles of jewelry, clothing (such as watchbands, bracelets, rings, keychains, necklaces, metalized aprons, cloth with conductive threads, or metal head gear) prohibited for persons working with electricity?	1910.333(c)(8)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48)	If employees conduct housekeeping duties near live electrical circuits, are adequate safeguards (such as insulating equipment or barriers) used?	1910.333(c)(9)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Safety Checklist Disclaimer:** This safety checklist (the "Material") is made available to the user or other receiver of the Material for general informational purposes only. The Material has been developed with consideration of various factors relevant to the subject area, including federal laws and regulations in effect at the time the Information was created and/or certain good management practices relevant to the subject area. Because every industry and/or workplace presents unique circumstances, the Material does not constitute and is not intended to provide specific advice, assurances, or guarantees concerning any user's compliance with particular regulatory requirements (e.g., OSHA) or other applicable safety and/or health requirements or good management practices. The Material does not constitute training and does not replace the need to properly train all employees nor is the Material a substitute for an assessment of any safety or health hazards present at your facility by a health or safety professional or expert. Users are advised to consult with a legal or other professional advisor concerning specific regulatory compliance requirements applicable to their workplaces and appropriate use of the Material. Users and receivers of the Material are subject in all respects to the terms and conditions set forth [www.grainger.com](http://www.grainger.com), including those provisions relating to limitation of liability. Users and receivers of the Material assume all responsibility and risk arising from any and all use of and/or reliance upon the Material, including any modifications made thereto. W.W. Grainger, Inc. makes no warranty, express or implied, that the Material is current, accurate, appropriate or complete for any particular facility or requirements applicable to a particular facility.