

Environmental Health and Safety Manual (EHS)

EHS 201: Electrical Safety

Effective: 4/24/1974

Revised: 10/1/2003

Purpose

To promote safe work practices and to ensure that a safe work environment is maintained for employees who install, repair, or maintain energized electrical equipment

Sources

29 Code of Federal Regulations § § 1910.147, -301 -308, and -399

Arizona Revised Statutes § 41–2141 et seq.

Arizona Administrative Code R4–36–201 et seq.

Arizona State University Fire Prevention and Safety Plan

National Fire Protection Association Standard 70

Applicability

Employees who install, repair, and/or maintain energized electrical equipment during the performance of their duties; departments and units that use portable or stationary electrical equipment, appliances, flexible cords, or adapters

Policy

Departments and units that use portable or stationary electrical equipment, appliances, flexible cords, or adapters must ensure the equipment and operation is safe by properly inspecting, maintaining, and using the equipment in accordance with the manufacturer's recommendations and all applicable codes, standards, and policies.

Responsibilities of Departments

Departments and units must ensure that unsafe work practices or environments that could cause personal injury or property damage are not allowed to exist and are mitigated if identified.

Departments and units have the following responsibilities:

1. ensure that journeyman-level electricians perform electrical installations, repairs, and/or maintenance of energized electrical equipment
2. ensure that employees required to be trained attend lock-out/tag-out training
3. ensure the use of safe work practices
4. ensure that electrical equipment, appliances, cords, and adapters are in good condition, used as designed and recommended by the manufacturer, and bear the approved listing of the Underwriters Laboratory (UL) label

and

5. ensure that electrical power distribution, including receptacles, appliance cords, flexible cords, and adapters, meets applicable codes and standards for use and installation. Flexible cords and adapters must comply with the *Arizona State University Electrical Safety Compliance Guidelines* and the *Arizona State University Fire Prevention and Safety Plan*, guidance documents on the [Environmental Health and Safety](#) website. Extension cords are prohibited except for temporary use (90 days or less).

Responsibilities of Environmental Health and Safety

Environmental Health and Safety maintains the *Arizona State University Fire Prevention and Safety Plan* and the *Arizona State University Electrical Safety Compliance Guidelines*. Arizona State University conducts routine facility inspections to ensure and promote compliance with applicable codes and standards.

Responsibilities of Employees

Employees must use the appropriate personal protective equipment and safe work practices in accordance with the Occupational Health and Safety Administration's (OSHA) Lock-Out/Tag-Out standard, the *Arizona State University Fire Prevention and Safety Plan*, the *Arizona State University Electrical Safety Compliance Guidelines*, ASU policies and procedures, and applicable standards.

Copies of the *Arizona State University Fire Prevention and Safety Plan* and the *Arizona State University Electrical Safety Compliance Guidelines* can be obtained by calling 480/965-1823, sending email (ASKEHS@asu.edu), or accessing the Environmental Health & Safety website.

Cross-Reference

See also [EHS 202](#), "Decorations and Displays."