



Electrical Safety Checklist

The Student is able to demonstrate safe and correct performance of the following:	Date	Sign-off	Notes
1. Ensures qualified persons inspect and/or test electrical systems and equipment to determine what conditions exist before starting work on electrical equipment.			
2. Uses proper lockout and tagging procedures when electrical equipment is to be serviced, maintained, or adjusted.			
3. Ensures electrical tools and fixed equipment are grounded or of the double-insulated type.			
4. Ensures electrical appliances, such as vacuum cleaners, polishers, vending machines, etc., are grounded.			
5. Repairs and replaces promptly exposed wiring and cords with frayed or deteriorated insulation.			
6. Checks that flexible cords and cables are free of splices.			
7. Protects electrical tools and equipment in wet or damp locations.			
8. Guards all energized parts of electrical circuits and equipment against incidental contact by approved cabinets or enclosures.			
9. Provides and maintains sufficient access and working space around all electrical equipment to permit ready and safe operations and maintenance.			
10. Documents all follow-up actions necessary and taken to ensure the maximum level of worker health and safety.			
11. Checks that rubber-insulating mats are at the base of high voltage boxes			
12. Does not wear jewelry, watches and other metal objects n while working with electricity or machinery.			

Resource adapted from: InsourceSafety.com.