**ELECTRICAL SAFETY CHECKLIST**

**NAME:             \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**LOCATION:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
**DATE:             \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**YES      NO**

 **INSTALLATION, HOUSEKEEPING, MAINTENANCE**

\_\_\_\_    \_\_\_\_   1. Are switches, outlets and junction boxes of sufficient size to provide space

 for conductors?
\_\_\_\_    \_\_\_\_   2. Are gaps at box or fitting edges not greater than ⅛”?
\_\_\_\_    \_\_\_\_   3. Are electrical equipments clean?
\_\_\_\_    \_\_\_\_   4. Are panel boards and switches provided with enough working space and
                          access?
\_\_\_\_    \_\_\_\_   5. Are working spaces around switchboard and service equipment well

 lighted?
\_\_\_\_    \_\_\_\_   6. Are electrical equipments free of hazards (ie. broken wires, plugs)?
\_\_\_\_    \_\_\_\_   7. Are attachment plugs and connections of 15  & 20 amp a dead front
                           construction?
\_\_\_\_    \_\_\_\_   8. Do you enclose and isolate from combustible and flammable materials the
                           electrical equipment parts that easily produces sparks?
\_\_\_\_    \_\_\_\_   9. Are panel boards, switches, etc. properly covered or isolated?
\_\_\_\_    \_\_\_\_ 10. Are service, feeder and branch circuits legibly marked to indicate its
                           purpose?
\_\_\_\_    \_\_\_\_ 11. Are electric equipments marked with the manufacturers name or

 trademark?
\_\_\_\_    \_\_\_\_ 12. To prevent entry by unauthorized person, are doors to vaults, equipment
                           rooms kept locked at all times?
\_\_\_\_    \_\_\_\_ 13. Are electric equipment operating at 50 volts or more properly guarded?
\_\_\_\_    \_\_\_\_ 14. Are all conductors joined or spliced with devices suitable for use?

                           **OVERCURRENT DEVICES**

\_\_\_\_    \_\_\_\_   1. Are overcurrent devices accessible?
\_\_\_\_    \_\_\_\_   2. Are circuit breakers and fuses shielded to avoid injury?

                            **GROUNDING**

\_\_\_\_    \_\_\_\_   1. Are circuits, equipment, and enclosures path to the ground permanent and
                           continuous?
\_\_\_\_    \_\_\_\_   2. Are exposed, noncurrent carrying metal parts of fixed equipment which

 may become energized grounded?
\_\_\_\_    \_\_\_\_   3. Are cable, joints, conduit, etc in proper grounding and free from rust and
                           corrosion?
\_\_\_\_    \_\_\_\_   4. In connecting grounding conductors and bonding jumpers, do you use an
                           exothermic welding or any listed means?

                           **PORTABLE TOOLS**

\_\_\_\_    \_\_\_\_   1. Are portable tools properly grounded?
\_\_\_\_    \_\_\_\_   2. Is the use of attachment plug suitable for its condition and location?
\_\_\_\_    \_\_\_\_   3. Are grounded prongs present?
\_\_\_\_    \_\_\_\_   4. Are cords in good condition?
\_\_\_\_    \_\_\_\_   5. Do you use a green-colored rigid ear, lug, or similar device for grounding
                           adapters?

                           **TEMPORARY WIRING**

\_\_\_\_    \_\_\_\_   1. Ensure that the use of temporary wiring doesn’t exceed 90 days, used only
                           during maintenance or for experimental use.
\_\_\_\_    \_\_\_\_   2. On all temporary wiring for 15 and 20 ampere 125 volt single phase
                          receptacles, is GFCI being used?

                           **FLEXIBLE CORDS**

\_\_\_\_    \_\_\_\_   1. Do not use flexible cords as a substitute for fixed wiring
\_\_\_\_    \_\_\_\_   2. Do not run through a wall, floor or similar opening any flexible cords
\_\_\_\_    \_\_\_\_   3. Ensure that no flexible cords are attached to a building surface
\_\_\_\_    \_\_\_\_   4. Use flexible cords in continuous lengths without splice or tap
\_\_\_\_    \_\_\_\_   5. Ensure that no recognized hazards are present in flexible cords
\_\_\_\_    \_\_\_\_   6. Is the strain relief present for the use of flexible cords attached to plugs?
\_\_\_\_    \_\_\_\_   7. Are portable headlamps guarded and equipped with insulating material?

                          **BOXES, ENCLOSURES and WIRING METHODS**

\_\_\_\_    \_\_\_\_   1. Are boxes and enclosures securely fastened?
\_\_\_\_    \_\_\_\_   2. Are cable and conduit securely supported?
\_\_\_\_    \_\_\_\_   3. Are conduit, cable, boxes and enclosures free of hazards?
                  **LIGHTING FIXTURES**

\_\_\_\_    \_\_\_\_   1. Are overhead lights secured?
\_\_\_\_    \_\_\_\_   2. Are lightings mounted away from combustible materials?

                           **APPLIANCES**

\_\_\_\_    \_\_\_\_   1. Ensure that combustible materials are away from electrically heated

 appliances

                          **HAZARDOUS LOCATIONS**

\_\_\_\_    \_\_\_\_   1. Ensure that only electrical equipments designed for hazardous area are

 used in such locations