

# ELECTRICAL SAFETY

Working with electricity can be dangerous. Some occupations work with electricity directly, such as engineers and electricians. Other occupations encounter electricity indirectly, such as office staff, teachers, and janitorial staff.

## OUR LOSS CONTROL APPROACH

### BREAKER BOXES

- Boxes shall be closed by suitable covers that securely fasten in place and be permanently marked "HIGH VOLTAGE" on the outside of the cover and readily visible and legible.
- Breaker Boxes shall never be hidden or covered with any item, but accessible and easily seen
- Unused openings in boxes shall be effectively closed.
- Breakers shall be appropriately labeled to indicate purpose with sufficiently durable labels.

### EXTENSION/ELECTRICAL CORDS

- Extension cords should be 3-wire type, in order that they might be grounded and allow for the grounding of any tools connected to them.
- Grounds should not be removed from cords.
- Extension cords should not be used as a substitute for the fixed wiring of a structure.
- Remove cord by pulling on the plug and not the cord itself.
- Electrical and extension cords should not block or hang in doorways and walkways or provide trip hazards in work areas.
- Cords should be used in original length without splice or tap, unless No. 12 or larger, where the splice retains the insulation, outer sheath properties and usage characteristics of original cord.
- Do not use damaged, frayed, or nicked cords.

### OVERHEAD/BURIED POWER LINES:

- Never touch a fallen overhead power line.
- Stay at least 10 feet away from overhead lines.
- Use non-conductive wood or fiberglass ladders when working near power lines.
- Call proper authorities before digging  
**Louisiana One-Call System:**  
 Dial 811 or 1-800-272-3020  
**Mississippi One-Call System:** Dial 811  
**Arkansas One-Call:** 800-482-8998  
**One-Call Board of Texas:** 800-545-6005

### OTHER ELECTRICAL SAFETY TIPS:

- When working in damp locations, use cords and equipment free of defects and in good condition, and use a ground fault circuit interrupter (GFCI).
- Never operate electrical equipment while standing in water.
- Be sure the main circuit breaker is OFF and locked out before starting any generator.
- Electrical outlets and light switches should have undamaged faceplates in place and no exposed wiring.