

 <b>DALHOUSIE UNIVERSITY</b> <i>Inspiring Minds</i> <b>Safe Work Instructions  for  Person Acting as Safety Watch  For  Electrical Work</b>	<b>Policy Sponsor:</b> Assistant Vice President Facilities Management	<b>Approval Date:</b> December 2015
	<b>Responsible Unit:</b> Trade Services	<b>Revisions:</b> January 2018

#### **Known Hazards**

Electrical shock, burns, fire, sharp edges

#### **Job Specific Training Requirements**

- Certification as an electrician
- Familiarization with equipment
- Canadian Electrical Code

#### **Applicable Regulations / Standards / Procedures / References**

- Canadian Electrical Code
- Occupational Safety General Regulations
- Building Electrical Schematic Drawings
- Electrical Equipment Manuals and Manufacturer's Test Procedures

#### **Personal Protective Equipment Requirements**

Safety Boots, Safety Goggles, Glasses and / or face shield, safety gloves,

### **Safe Job Procedures**

**These job procedures are to be followed at all times to ensure effectiveness in employee safety, production, quality of work and overall loss prevention.**

There are times when testing, verification and monitoring of an electrical line, circuit or component must be done with the circuit "live" or energized in order to locate the fault. This type of activity requires the help of a "safety watcher".

- Review electrical schematic of circuit to be tested.
- Identify the nearest disconnect switch (energy isolating device), for the equipment on which you will be working, to the safety watch person and instruct them on how to operate the switch (shut off the power) in an emergency.
- Set tester(s) for proper voltage scale ranges.

- Put on required personal protective equipment.
- Position the safety watchperson to keep others away from and work area and distracting or coming in contact with the employee doing the testing.
- When fault area has been identified apply proper lockout to facilitate safety during repair.
- Once lockout is initiated a safety watchperson is no longer required.

**Effective Date: April 2001**

**Revision Date: December 2016**

**Version: 2**