

 DALHOUSIE UNIVERSITY	<i>Policy Sponsor:</i> Assistant Vice President Facilities Management	<i>Approval Date:</i> June 2010
	Facilities Management Automatic Switch-Mode Battery Charger Safe Work Instructions	<i>Responsible Unit:</i> Facilities Management
Service: Trade Services	Shop: Zone 1	
Hazards Identified: Heavy lifting, slippery conditions, poor lifting techniques, over exertion, over reaching,		
Personal Protective Equipment Required: Safe footwear, safety gloves, safety goggles and / or face shield, rubber apron,		
Training Required: Proper Lifting Techniques Proper Use of Battery Chargers		

These safe work practices must be followed at all times and are to be reviewed annually.

1. Only properly trained employees are to use battery chargers.
2. The required PPE must be worn at all times.
3. Anyone using this charger must have read and understood the Owner's Manual.
4. Ensure that charger is connected to a properly grounded plug.
5. In damp areas ensure that a GFCI receptacle or plug is use.

6. Ensure that crimp connections are clean, good and tight.
7. Ensure that the AC line is capable of supplying 5 amperes to the charger.
8. Check the charger power cords and output cables to ensure that they are in good condition.
9. Do not operate the charger if it seems to be malfunctioning or in need of repair.
10. Do not use long extension cords with the charger unless absolutely necessary.
11. If used ensure extension cords are properly grounded and that the wire gauge and length meet electrical standards.
12. Do not store flammable products near the area where the batteries are being charged.
13. Always connect the output cords to the battery and then plug into a properly grounded outlet.
14. Always check the troubleshooting guide if the LED's indicate a problem.
15. Unplug the power cord from its outlet when charging is complete.
16. Do not disconnect the output cables from the battery while the charger is connected to an electrical outlet.
17. Never touch any un-insulated parts of wires or the charger during charging.
18. Keep metal objects away from the battery terminals to avoid arcing or possible explosions.
19. Ensure repairs to the charger are performed by a competent person.