



Electrical Safety

Download additional self-inspection checklists at <http://engineering.tamu.edu/safety/>

Date _____
 Inspector _____
 Faculty/PI _____

Room No. _____
 Location _____
 Dept. _____

Items for evaluation	Yes	No	Comments	Action to be taken
Do you specify compliance with OSHA for all contract electrical work?				
Are all employees required to report, as soon as practicable, any obvious hazard to life or property observed in connection with electrical equipment or lines?				
Are employees instructed to make preliminary inspections and/or appropriate tests to determine what conditions exist before starting work on electrical equipment or lines?				
When electrical equipment or lines are to be serviced, maintained or adjusted, are necessary switches opened, locked-out and tagged whenever possible?				
Are portable electrical tools and equipment grounded or of the double insulated type?				
Are electrical appliances, such as vacuum cleaners, polishers, and vending machines, grounded?				
Do extension cords being used have a grounding conductor?				
Are multiple plug adaptors prohibited?				
Are ground-fault circuit interrupters installed on each temporary 15 or 20 ampere, 120 volt AC circuit at locations where construction, demolition, modifications, alterations or excavations are being performed?				
Are all temporary circuits protected by suitable disconnecting switches or plug connectors at the junction with permanent wiring?				

Items for evaluation	Yes	No	Comments	Action to be taken
Do you have electrical installations in hazardous dust or vapor areas? If so, do they meet the National Electrical Code (NEC) for hazardous locations?				
Is exposed wiring and cords with frayed or deteriorated insulation repaired or replaced promptly?				
Are flexible cords and cables free of splices or taps?				
Are clamps or other securing means provided on flexible cords or cables at plugs, receptacles, tools, equipment, etc., and is the cord jacket securely held in place?				
Are all cord, cable and raceway connections intact and secure?				
In wet or damp locations, are electrical tools and equipment appropriate for the use or location, or otherwise protected?				
Is the location of electrical power lines and cables (overhead, underground, underfloor, other side of walls, etc.) determined before digging, drilling or similar work is begun?				
Are metal measuring tapes, ropes, handlines or similar devices with metallic thread woven into the fabric prohibited where they could come in contact with energized parts of equipment or circuit conductors?				
Is the use of metal ladders prohibited in areas where the ladder or the person using the ladder could come in contact with energized parts of equipment, fixtures or circuit conductors?				
Are all disconnecting switches and circuit breakers labeled to indicate their use or equipment served?				
Are disconnecting means always opened before fuses are replaced?				
Do all interior wiring systems include provisions for grounding metal parts of electrical raceways, equipment and enclosures?				
Are all electrical raceways and enclosures securely fastened in place?				
Are all energized parts of electrical circuits and equipment guarded against accidental contact by approved cabinets or enclosures?				
Is sufficient access and working space provided and maintained about all electrical equipment to permit ready and safe operations and maintenance?				

Items for evaluation	Yes	No	Comments	Action to be taken
Are all unused openings (including conduit knockouts) in electrical enclosures and fittings closed with appropriate covers, plugs or plates?				
Are electrical enclosures such as switches, receptacles, junction boxes, etc., provided with tight-fitting covers or plates?				
Are disconnecting switches for electrical motors in excess of two horsepower, capable of opening the circuit when the motor is in a stalled condition, without exploding? (Switches must be horsepower rated equal to or in excess of the motor hp rating.)				
Is low voltage protection provided in the control device of motors driving machines or equipment which could cause probable injury from inadvertent starting?				
Is each motor disconnecting switch or circuit breaker located within sight of the motor control device?				
Is each motor located within sight of its controller or the controller disconnecting means capable of being locked in the open position or is a separate disconnecting means installed in the circuit within sight of the motor?				
Is the controller for each motor in excess of two horsepower, rated in horsepower equal to or in excess of the rating of the motor it serves?				
Are employees who regularly work on or around energized electrical equipment or lines instructed in the cardiopulmonary resuscitation (CPR) methods?				
Are employees prohibited from working alone on energized lines or equipment over 600 volts?				
Is a lockout/tagout (LOTO) program available and used when working in or near hazardous energy sources?				