

Electrical Safety Checklist

Electrical Safety Checklist	Yes	No	N/A	Comments
1. Do you require compliance with OSHA standards for all in-house and contract electrical work?				
2. Are all employees required to report any obvious hazards in connection with electrical equipment as soon as possible?				
3. Are employees instructed to make initial inspections to determine conditions before starting work on electrical equipment?				
4. When electrical equipment or lines are to be serviced, maintained, or adjusted, are necessary switches opened and locked out/tagged out?				
5. Are portable electrical tools and equipment grounded or of the double insulated type?				
6. Are electrical appliances such as vacuum cleaners, polishers, vending machines, etc., grounded?				
7. Do extension cords have a grounding conductor?				
8. Are multiple plug adaptors prohibited?				
9. Are GFCIs installed on each temporary 15 or 20 ampere, 120 volt alternating current (AC) circuit at locations where construction is being performed?				
10. Do you have electrical installations in hazardous dust or vapor areas? If so, do they meet the National Electrical Code (NEC) for hazardous locations?				
11. Are exposed wiring and cords with frayed or deteriorated insulation repaired or replaced promptly?				
12. Are flexible cords and cables free of splices or taps?				



13. Are clamps or other securing means provided on flexible cords or, plugs, receptacles, tools, equipment, etc.?				
14. Are all cord, cable and raceway connections intact and secure?				
15. In wet or damp locations, are electrical tools and equipment appropriate for use?				
16. Is the use of metal ladders prohibited where the ladder or the person using the ladder could come in contact with energized parts of equipment, fixtures, or circuit conductors?				
17. Are all disconnecting switches and circuit breakers labeled to indicate their use or equipment served?				
18. Do all interior wiring systems include provisions for grounding metal parts of electrical raceways, equipment and enclosures?				
19. Are all electrical raceways and enclosures securely fastened in place?				
20. Are disconnecting means always opened before fuses are replaced?				
21. Are all energized parts of electrical circuits and equipment guarded against accidental contact by approved cabinets or enclosures?				
22. Is sufficient access and working space provided and maintained around all electrical equipment to permit ready and safe operations and maintenance?				
23. Are all unused openings (including conduit knockouts) in electrical enclosures and fittings closed with appropriate covers, plugs, or plates?				
24. Are electrical enclosures such as switches, receptacles, junction boxes, etc., provided with tight-fitting covers or plates?				
25. Are employees who regularly work on or around energized electrical equipment or lines instructed in CPR?				
26. Are employees prohibited from working alone on energized lines or equipment over 600 volts?				



Safety Concerns:

Steps for Corrective Action:

Name of Authorized Employee performing Electrical Safety Checklist: _____

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