

# Fifteen Things to Remember When Working With Electricity

- 1.** Keep water and electricity far apart.
- 2.** Make sure all equipment is properly grounded and plugged into grounded circuits.
- 3.** Inspect all electrical equipment, tools, cords and outlets for defects. Only use equipment that is in good working order. Report any unsafe conditions you may find.
- 4.** Never wear metal jewelry or headgear when working with electrical parts.
- 5.** Always wear protective equipment such as rubber gloves, sleeves and boots.
- 6.** Use nonconductive or double-insulated tools.
- 7.** Keep electrical cords and cables clean and free from kinks.
- 8.** Never carry equipment by its cord.
- 9.** Never use worn or frayed extension cords.
- 10.** Be aware of flammable or corrosive chemicals and follow your company's procedures for operating electrical equipment in their vicinity.
- 11.** Use ground fault circuit interrupter (GFCI) outlets.
- 12.** Keep clear of energized parts.
- 13.** Keep conductive materials, such as steel wool, metallic cleaning cloths and some chemical solutions, away from sources of electricity.
- 14.** Be aware of lockout/tagout procedures to keep electrical equipment turned off during maintenance and repairs.
- 15.** Never fasten extension cords with staples or hang them from nails or wire which can damage the cord's insulation.

