

## SOP-GEN-014 Electric Safety Program

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### 1.0 Introduction

TDI-Brooks has put in place an Electrical Safety Program to establish safe practices for the protection of our employees. Training on use of electrical tools and energy isolation (lock-out, tag-out) procedures for energized equipment can be found in the corresponding Standard Operating Procedures.

### 2.0 Responsibility

It is the responsibility of all employees to ensure that the procedures of the Electrical Safety Program are followed.

### 3.0 Preventing Electric Shock

For electric tools, preventing electric shock can be accomplished by following the pre-use inspection, which includes checking the power cord for any defects, kinks or fraying. Power tools shall remain unplugged or removed from the power source when not in use.

Any equipment that cannot be physically disconnected from its power source requires an energy isolation permit and lock out tag out procedures must be followed before any work can be done on it.

### 4.0 Precautions

In order to prevent injury, there are certain precautions that must be followed when working around energized or de-energized equipment.

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When planning to perform maintenance on any powered equipment, you must first complete a permit for energy isolation and have it signed by the Chief Engineer. Instructions for completing an energy isolation permit can be found in the Energy Isolation SOP.

All electrical panels, transformers and other devices that could expose the worker to electrical shock shall have rubber mats covering the area where a worker would stand while servicing these items.

## 5.0 High Voltage

TDI-Brooks defines “High Voltage” as anything 690 volts or above.

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