

# 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's 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; it can damage the cord's insulation.

