



Electricians Safe Working Practices

In order for the Council to fulfil its legal obligations on existing Health and Safety legislation the requirements of the Electricity at Work Regulations 1989 must be strictly observed. They require certain precautions to be taken against the risk of death or personal injury from electricity in any work activity. Detailed advice on how to meet those requirements is given in the Memorandum of Guidance (HSE Booklet HS/R/25).

1. All wiring whether temporary site supplies or permanent installations must be installed in accordance with the Institute of Electrical Engineers Regulations for Electrical Installations (current edition).
2. All completed electrical installations must be inspected, tested and commissioned before being made available for use.
3. All electrical installations must be properly maintained, regular and routine maintenance is essential. The condition of portable tools should be checked on a rota call system on a regular basis.
4. Written records of maintenance and test results should be kept throughout the life of an electrical system.
5. The installation, operation, maintenance and testing of electrical systems must only be carried out by persons who are fully competent for that particular class of work.
6. No work must be carried out on any live cable, or so near as to cause danger, unless it is impracticable to make the cable dead and all necessary precautions have been taken to ensure safety to all persons who may be present.
7. When carrying out work in public places all reasonable precautions should be taken to ensure that the public are not exposed to hazards from electricity.
8. Before using any machine with moving parts ensure that those parts are adequately guarded unless already rendered safe by position or construction. Guards must not be removed when machines are in use.
9. When wiring up permanent machines and appliances ensure that the supply cables are not positioned so as to create hazards to person, e.g. on top floor surfaces.
10. Do not use a portable electric tool or appliance unless it has a proper plug fitted to the supply cable. All tools must be 110 volts.

11. All portable electric tools and appliances must be earthed unless the manufacturers make it clear that this precaution is unnecessary.
12. Defective plant or equipment should not be used. If defects are observed then these should be reported without delay.
13. Eye protection must be worn when forming chases in walls for electric cables.
14. Abrasive wheel cutting discs must not be changed unless you are properly trained and authorised to do this job. Eye protection should also be worn when working with abrasive wheels.
15. If your work cannot be safely done at ground level ensure that a scaffold or other safe working platform is provided.
16. When using a ladder over three metres in height the top or bottom should be tied securely. If this is impracticable then a second workman should foot the ladder.
17. Details of all accidents should be recorded on the Accident form (see Accident Reporting).
18. Ensure correct warning signs are displayed and all machines and power sources associated with the circuit under repair are isolated and locked off. (Electricity at Work Regulations 1989 refer.)
19. **First Aid.** Speed is essential in dealing with any electrical accident and all electricians must be familiar with the action to be taken in an emergency. The sequence for dealing with an electrical accident is:-
 - 19.1 Raise the alarm.
 - 19.2 In the case of normal distribution voltages, e.g. up to 415 V 3 Phase, if at all possible switch off the power supply. If this is not possible release the victim from contact with the conductor by the use of dry clothing, gloves, wood, rubber or plastic sheet, dry rubber boots etc. With higher voltages the use of the foregoing insulating materials could incur damage to the person using them; therefore the supply must be isolated in consultation with the relevant duty holder.
 - 19.3 Begin artificial respiration and continue as necessary until medical assistance arrives.
 - 19.4 Call for first aid assistance or someone to summon a doctor and ambulance.