

ELECTRICITY SAFETY RULES

1. Never work on a live circuit unless it is absolutely necessary.
2. Keep your body as dry as possible and never stand in water or on damp surfaces when working on electrical equipment.
3. Be a one armed electrician. Do not use both hands if it is not necessary.
4. Keep your hands free of extra tools when working on or checking circuits.
5. Keep yourself balanced and solidly positioned.
6. Do not experiment. Never touch a wire with your finger just to see what will happen.
7. Use insulated test probes when measuring any voltage.
8. When working with voltage above 24 volts, use insulated tools; above 600 volts, wear rubber gloves.
9. Disconnect circuits when making splices or connection.
10. Be sure all equipment is grounded to earth ground.
11. Wear safety goggles when using a grinder or unguarded power tools.
12. Allow no article of clothing to be loose or floppy when using power tools.
13. Never approach anyone from behind who is working on a live circuit or with rotating equipment.
14. Never toss or throw anything to another person.
15. Never pass another person a live or rotating piece of equipment.
16. Be sure all test equipment is adjusted to properly indicate the quantity to be measured.
17. Never let wire, cords, or rope dangle or lay where someone may trip over them.
18. Don't overload any equipment.
19. Be sure all equipment is properly fused.
20. Use common sense at all times.
21. Keep the shop and lab area clean and orderly.
22. Always use the correct tools for the job.
23. Always keep tools clean, in good repair, and in their proper place when not in use.
24. If it becomes necessary to work on a live circuit:
 - a. Stand on a rubber mat or other insulating materials.
 - b. Touch only one conductor at a time.
25. Lift correctly. Keep your knees bent and body straight, pushing upward with your legs.
26. When skinning insulation from wire, always cut away from your body.
27. No horseplay will be allowed at any time.
28. Report all malfunctions of equipment, machines, or tools to you instructor at once.
29. Report all accidents to your instructor regardless of how minor they may seem.
30. Study the safety rules carefully, follow them, help others to follow them by knowing them well.
31. All students will display a serious concern for safety practices at all time.
32. REMEMBER: FIRST CONCERN IS SAFETY TO THE OPERATOR
SECOND CONCERN IS SAFETY TO THE EQUIPMENT
THIRD CONCERN IS SAFETY TO THE CONTENTS