

Section 5A: Safety Management Systems

Policy #8: Basic Electrical Safety and Lockout/Tagout (LOTO) Program
Effective Date: 12/15/2016
Last Revision Date: Original Policy

I. Purpose

It has been determined that the Town of Mooresville requires written procedures for preventing electric shock or other injuries resulting from direct or indirect electrical contacts to employees working on or near energized or deenergized parts. This policy serves to meet regulatory compliance as required by 29 CFR §1910 and 29 CFR §1926, as well as the consensus standards outlined by NFPA 70E *Standard for Electrical Safety in the Workplace*. It also serves to outline minimal requirements for departmental Safe Operating Procedures (SOPs) that offer job specific procedures that serve to better protect our employees working on or near electricity.

II. Scope

This program applies to all Town employees who are “qualified” and approved by Risk Management to work on electrical equipment, electrical panels, or other electrical components in order to perform service, maintenance, or installation. It also includes all “affected” employees who may be required to use machinery or equipment in which servicing is performed under Town Lockout/Tagout (LOTO) procedures, or performs job duties in the immediate area where service or maintenance would be performed.

III. Legislation and References

- A. Occupational Safety and Health Act of 1970, Section 5(a)(1), General Duty Clause
- B. Title 29 Code of Federal Regulations §1910, *General Industry Regulations*
- C. Title 29 Code of Federal Regulations §1926, *Construction Industry Regulations*
- D. NFPA 70E, *Standard for Electrical Safety in the Workplace*, National Fire Protection Association, 2015 ed.
- E. NFPA 70, *National Electric Code*, National Fire Protection Association, 2017 ed.

IV. Definitions

Amp/Amperage: Strength of an electrical current. Measure of electron flow past a certain point in a given period of time.

Alternating Current: Current produced by constantly changing the voltage from positive to negative to positive, etc.

Affected Employee: Those employees who may be required to use machinery or equipment in which servicing is performed under Town Lockout/Tagout (LOTO) procedures, or performs job duties in the immediate area where service or maintenance would be performed.

Arc Flash: Luminous electrical discharge through the air that occurs when high voltages exist across a gap between conductors.