



ASSURED EQUIPMENT GROUNDING/GFCI PROTECTION for POWER TOOLS

Electric powered tools and equipment are used daily in our work. Tate Engineering Systems is committed to providing a safe work environment for its employees. This assured equipment grounding/GFCI protection program is designed to eliminate shock hazards associated with electrical cords. It establishes minimum standards to prevent hazardous electrical exposures to personnel and ensure compliance with regulatory requirements.

PURPOSE

The purpose of this program is to:

- Ensure the safety of employees who work with cord and plug electric power tools and equipment.
- Ensure understanding and compliance with safe work practices.

SCOPE

This program applies to all company workers and contractors who are performing work with cord and plug electrical tools and/or equipment.

RESPONSIBILITIES

In order to maximize safety, all employees will:

- Work only with extension cords that are 12 gauge with 3 conductors and rated for hard service or greater.
- Work with cords that are in good repair.
- Be well trained in the inspection and care of electrical cords.

Service Managers are responsible to:

- Evaluate work being performed and determine compliance with this program.
- Provide or assist in the task of specific training for the assured equipment grounding/GFCI program.
- Maintain training records.
- Periodically review and update this written program.
- Provide or coordinate general training for work units on the content of this program.
- Evaluate the overall effectiveness of this safety program at least annually and whenever a related incident occurs.

Supervisors are responsible to:

- Lead by example and promote cord and plug safety awareness to all employees.
- Ensure employees comply with the provisions of this safety program.
- Ensure employees receive training appropriate to their assigned tasks and maintain documentation of such training.

Workers are responsible to:

- Follow the work practices described in this document.
- Attend all training required relative to this program.
- Immediately report any concerns related to electrical cords and plugs to supervision.
- Do not perform any work with damaged and/or defective equipment.

TRAINING

Employees will receive training in avoiding the electrical hazards associated with using electric cords and plugs for power tools and equipment. Such training will be provided when the employee is initially assigned to the job. Refresher training will be provided annually via a tool box talk or when hazards change.

GENERAL REQUIREMENTS

Each cord and plug electric powered tool or equipment must be plugged into a circuit protected with a ground fault circuit interrupter. This includes generators mounted on the service trucks. Each GFCI must be tested prior to first use each day it is used with the test/reset button. Likewise, each cord and plug must be visually inspected to ensure the cord is in good repair with no cuts through the outer jacket of the cord and that the ground prong in the plug end. GFCI protection is the preferred method of protection.

In the event the client provides notification that circuits to be used by Tate are already GFCI protected, the tech must test to verify that the GFCI is operable. Likewise in the event the client requires cords and plugs be compliant to 29 CFR 1926.404(b)(1)(iii), then techs must use GFCI and follow our assured equipment grounding conductor requirements.

ASSURED EQUIPMENT GROUNDING CONDUCTOR REQUIREMENTS

On job sites where the assured equipment grounding conductor program must be utilized, each cord set, attachment cap, plug and receptacle of cord sets, and any equipment connected by cord and plug, except cord sets and receptacles which are fixed and not exposed to damage, shall be visually inspected before each day's use for external defects, such as deformed or missing pins or insulation damage, and for indications of possible internal damage. Equipment found damaged or defective shall not be used until repaired.

The following tests shall be performed on all cord sets, receptacles which are not a part of the permanent wiring of the building or structure, and cord- and plug-connected equipment required to be grounded:

All equipment grounding conductors shall be tested for continuity and shall be electrically continuous.

Each receptacle and attachment cap or plug shall be tested for correct attachment of the equipment grounding conductor. The equipment grounding conductor shall be connected to its proper terminal.

All required tests shall be performed:

Before first use;

Before equipment is returned to service following any repairs;

Before equipment is used after any incident which can be reasonably suspected to have caused damage (for example, when a cord set is run over); and

At intervals not to exceed 3 months, except that cord sets and receptacles which are fixed and not exposed to damage shall be tested at intervals not exceeding 6 months.

Tests performed as required in this paragraph shall be recorded. This record shall be kept by means of documented inspection on Quarterly Safety Training Attendance, and color coded electrical tape at the plug end of extension cords and GFCI until replaced by a more current record as follows:

Assured Equipment Grounding Conductor Color Code		
QUARTER	Month Tested	Color of tape(s) to apply to cord
1	January	White
2	April	Green
3	July	Red
4	October	Blue