

**Bi-Weekly Safety Tool Box Talks**  
**James Peterson Sons, Inc.**  
**JPS, Inc. Utility Division**  
**Buteyn-Peterson Construction Co., Inc.**  
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# 10 Ways to Avoid Electrocution on the Jobsite!

**1. Look up and save your life.** Before you begin any task, conduct a pre-job survey of your work area. Make sure there are no overhead power lines that you, your materials, your tools, or equipment could come in contact with. Stay at least 10 feet away from overhead power lines and always assume they are energized.

**2. Lock out and tag out electrical circuits.** Working on a live circuit can kill you. Follow Lockout/Tagout procedures to the letter. Always lock out and tag out any electrical circuit you're working on. Otherwise, uncontrolled power could cause a short, an arc flash, or you could become the path to ground and be shocked or killed.

**3. Disconnect or lock out the power source when adjusting, cleaning, or servicing electrical tools and equipment.** Always disconnect the power source to prevent contact with an energized circuit or energized parts of the equipment. Again, follow Lockout/Tagout procedures; they'll protect you from the electrical hazard and injuries from unexpected startups and movements.

**4. Never make electrical repairs without proper training and authorization.** You should never attempt to perform electrical repairs to tools or electrical equipment unless you are qualified to do so. Leave it to the experts.

**5. Use double-insulated tools and ground all exposed metal parts.** Never use ungrounded tools in a moist or wet environment—unless they're double-insulated. Moisture and electricity can increase the risk of electrical shock.

**6. Never operate electrical equipment when you or the machine are standing in water.** Just don't do it—plain and simple. Find another way.

**7. Treat electrical cords with care.** Inspect all cords regularly for damage and wear. Inspect extension cords and the cords attached to tools. Don't carry tools by their cords. Keep cords away from heat, sharp edges, oil, and moving parts. Never use a tool with a damaged cord.

**8. Stay away from fallen overhead power lines.** Never touch a fallen power line. Report the problem to the power company immediately. Keep co-workers and bystanders away from fallen lines.

**9. Plug tools and extension cords into electrical receptacles protected by ground-fault circuit interrupters (GFCIs).** GFCIs are designed to sense the current flow in circuits. They protect you from ground-fault shocks, which are the most common form of electrical shock.

**10. Pay attention.** Stay alert and focused when operating a power tool, electrical equipment, or working near power lines. Don't treat 120-volt electricity casually. Each year about 65% of electrocutions are caused by 120-volt systems.

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**SAFETY REMINDER**  
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**Electrical safety begins with following electrical safety rules and letting qualified electricians perform electrical installations and repairs.**

Safety Manual Reference: *Page 30 Para. 10.0 Electrical Safety*

I have read the above safety topic.

Employee Name: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

"Return after reading and signing to the office with your time card"