

# Electrical Operations Risk Assessment

Location:

Risk Assessment By:

Risk Assessment Date: \_\_ / \_\_ / \_\_\_\_

What are the hazards and risks connected to Electrical Power?	Who and how might be injured?	What are you currently doing?	Is there anything further you can do to reduce this risk?	Who will take action? ?	When will action be taken?	Done
<b>Wiring without the necessary tools or equipment</b>	If the connection is not adequately secured, electrical personnel who come into contact with the conductor may be injured.	Ensure that all wiring is done using the right equipment and skill.	Standard <a href="#">Operating Procedure</a> (SOP)	Electrical staff members and Manager will monitor.		
<b>Closed circuit and high voltage energised equipment</b>	Electrical Workers	<ul style="list-style-type: none"> <li>Use a multimeter or a test pen to ensure that the equipment or circuit is turned off.</li> </ul>	<a href="#">PPE</a> , such as an insulating rubber glove, is recommended.	Electrical staff members and Manager		

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		<ul style="list-style-type: none"> <li>• Take accurate measurements. When accomplishing a task, at least two people are involved.</li> <li>• Inform the person in charge that the tasks are in progress.</li> </ul>		will monitor.		

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<p><b>Leaving an unfinished wiring job.</b></p>	<ul style="list-style-type: none"> <li>• Directly - Electrical technicians.</li> <li>• Indirectly - All employees.</li> </ul> <p>When an electrician must leave an unfinished wiring installation.</p>	<ul style="list-style-type: none"> <li>• Notify the person responsible that wiring works are still ongoing.</li> <li>• Before leaving the wiring location, secure the exposed conductor.</li> </ul>	<p>For Safety measure put <b><u>“Lock-Out / Tag-Out”</u></b>.</p>	<p>Electrical staff members and Manager will monitor.</p>		
<p><b>Wet (Water Leakage) Condition</b></p>	<p>When there is leakage on the roof, the chances of a short circuit increase dramatically.</p>	<p>Determined the source of the leak and avoided any electrical equipment in that area.</p>	<ul style="list-style-type: none"> <li>• The leaking problem must be addressed immediately.</li> <li>• Place a tray atop the computer cabinet.</li> </ul>	<p>All Employees.</p>		

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<b>Damaged (Fault) Insulation</b>	<ul style="list-style-type: none"> <li>• Directly - Electrical technicians.</li> <li>• Indirectly - All employees.</li> </ul> <p>Old wiring</p>	Re-wiring.		Electrical staff members and Manager will monitor.		
<b>Working at heights(ladder)</b>	<ul style="list-style-type: none"> <li>• Directly: Electrical technicians.</li> <li>• Indirectly: All employees will</li> </ul>	<ul style="list-style-type: none"> <li>• Use an appropriate ladder in good condition, together with adequate technique and awareness.</li> </ul>	<ul style="list-style-type: none"> <li>• Before each usage, inspect the ladder.</li> <li>• When required, use a harness.</li> </ul>	Electrical staff members and Manager		

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	get harm if the ladders fall.	<ul style="list-style-type: none"> <li>When accomplishing a task, at least two people are involved.</li> </ul>		will monitor.		
<b>Sharp objects during wiring</b> (junction box,	Electrical technician and employee	Be cautious of sharp objects.	Utilize 'Cut Resistant Gloves'.	Electrical staff members		

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Electrical Cabinet, etc)						
<b>Multimeter/test pen is not working.</b>	Electrical technician and employee	Use an alternate set of instruments.	<ul style="list-style-type: none"> <li>• Prepare an extra battery (or) test cord for the multimeter.</li> <li>• Make a backup test pen.</li> </ul>	All Electrical staff.		

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			<ul style="list-style-type: none"> <li>Personal toolbox with a multimeter and a test pen.</li> </ul>			
<b>Electrical Warning Sign</b>	<ul style="list-style-type: none"> <li>Directly - Electrical technicians.</li> <li>Indirectly - All employees.</li> </ul>	Put the appropriate safety signs on the labels of electrical equipment.	<ul style="list-style-type: none"> <li>Provide all staff with training on safety signs.</li> <li>Display a sign with a symbol and a caption.</li> </ul>	Electrical staff members and Manager will monitor.		
<b>Tools &amp; Power Cords</b>	<ul style="list-style-type: none"> <li>Electrical and mechanical employees.</li> <li>Employees may suffer major injuries as a</li> </ul>	Before using any tools or cords, always make sure they are in good and safe condition.	Scheduled inspection for maintenance.	All Electrical staff.		

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	result of broken tools or wires.					
<b>Cable on the floor surface (temporary)</b>	All Employees	Verify that the cable is visible to other employees.	Place a "WORK IN PROGRESS" sign next to the cable.	All Employees		
<b>Employee proficiency with wiring jobs and awareness of safety</b>	Electrical Employees	Learn the particular requirements and the scope of the work.	Training programmes to improve worker competency and safety concern.	Manager		
<b>When performing a task, tools and equipment are dispersed.</b>	Every employee. While working, tools and equipment get dispersed.	When performing a task, especially on the high position, place tools and equipment in the safest location feasible (on a ladder, platform, etc).	Employees carrying tools and supplies in a bag.	Electrical Employees		



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<p><b>Power Extension positioned on the ground</b></p>	<p>Every employee. Under the table (close at hand) is where the extension socket is located. A worker could receive an electrical shock.</p>	<p>There is an extension socket in the table's corner.</p>	<p>Relocate the extension socket by means of mounting on any side of the table.</p>	<p>All Employees</p>		
<p><b>Employee proficiency in handling electrical emergencies</b></p>	<p>Directly - Electrical technicians.  Lack of understanding of the emergency reaction strategy will result in serious injuries or death when electrical mishaps happen.</p>	<p>Check the internet for information.</p>	<p>Take an emergency response plan training course.</p>	<p>Manager</p>		