



# Safety Instruction

## Electrical Safety Guidelines

### Introduction

This Safety Instruction outlines the requirements for Electrical Safety for OSU facilities. A few cautionary notes:

- Improper use of electrical equipment may result in injury or property damage.
- Use of electrical equipment and installations shall conform to good safety practice and applicable laws and regulations.

### Electrical Safety Rules

- Use non-metallic ladders and measuring tapes near energized circuits and for all electrical work.
- When using a fuse protected power strip and/or surge protector, make sure the electrical load is not too much for the circuit.
- Avoid overloading outlets with too many appliances that can exceed the circuit's capacity.
- Unplug appliances when not in use to save energy and minimize the risk of shock and fire.
- Consider contacting Facility Services to install additional outlets where needed, rather than relying on extension cords and power strips.
- When using extension cords, never run cords under doors, through windows, or holes in walls. Never attach cords to walls or ceilings, and make sure to plug directly into a receptacle when in use.
- Ensure all electrical equipment is certified by a nationally recognized laboratory, and read all manufacturers' instructions carefully.

### Do Not Use

- **Electrical extension cords as substitute for permanent wiring.**
  - Extension cords shall never be used for permanent wiring solutions and may only be used on a temporary basis if the period of time is less than 90 days.
  - A fuse protected power strip and/or surge protector can be substituted for permanent wiring. Do not link these together and do not overload the circuit.
- **Worn or damaged electrical cords, plugs, switches, receptacles, or cracked plastic casings.**
  - Electrical cords must be free of cracks, splices, frayed areas, loose connections, or other damage.
- **Cube taps, 2-wire ungrounded extensions cords, or similar devices.**
  - Electrical devices fabricated for experimental purposes must meet all construction and grounding requirements of the State of Oregon. Extension cords and similar devices must be UL listed.



### Questions/Concerns? Contact EH&S:

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