Hints for Staying Injury-Free on the Job and Getting Home Safely:

- If you are not authorized and trained as a *Qualified Person*, **DO NOT** work with electrical equipment or circuits.
- Qualified Person Training must cover:
  - How to Distinguish live parts
  - Determine Nominal Voltage and clearance distance
  - Personal Protective Equipment (PPE) selection
  - WSU’s Emergency Procedures
- Wear arc-related clothing and related personal protective equipment (PPE) for the task being performed - including when verifying the circuit is de-energized.
- Use only rated/insulated/approved electrical tools for the job
- Always Lock-Out electrical energy sources and use an approved multi-meter to verify zero energy - ensure AGREEMENT with partner regarding verification.
- Eliminate clutter and tripping hazards from your work environment. A ground person *may* be required to secure the work area.
- Maintain your CPR/AED Certification. Know the AED locations and be prepared to respond in the event of an emergency.
- Employees are required to perform Risk Assessment to identify hazards, assess risks, and implement risk control according to the Hierarch of Controls (Elimination/Substitution, Engineering Controls, Awareness, Administrative and PPE). See your supervisor if unsure.