

APPENDIX A

ENERGIZED ELECTRICAL WORK PERMIT FORM

Part I: TO BE COMPLETED BY THE ELECTRICALLY QUALIFIED PERSON DOING THE WORK:

Work Order Number: _____ Energized Work Permit Number: _____

Standing Permit: Effective Dates _____ To _____

- 1) Description of circuit/equipment/job location: _____

- 2) Description of work to be done: _____

- 3) Justification of why the circuit/equipment cannot be de-energized or the work deferred until the next scheduled outage: _____

- 4) Results of the Shock Hazard Analysis: _____
- 5) Determination of Shock Protection Boundaries: _____
- 6) Results of the Arc Flash Hazard Analysis: _____

- 7) Determination of the Arc Flash Protection Boundary: _____

- 8) Necessary personal protective equipment to safely perform the assigned task: _____

- 9) Means employed to restrict access of unqualified persons from the work area: _____

- 10) Evidence of completion of a job briefing, including a discussion of any job related hazards: _____

- 11) Do you agree the above described work can be done safely? Yes No (If *no*, return to supervisor.)

| | | |
|---|-----------|------|
| Name of electrically qualified person performing work | Signature | Date |
| Name of electrically qualified person performing work | Signature | Date |

PART II: APPROVAL(S) TO PERFORM THE WORK WHILE ELECTRICALLY ENERGIZED:

| | |
|---|--|
| Shop Supervisor | Area Manager |
| Assistant Director for Maintenance | Environmental Health and Safety Representative |
| Electrically Knowledgeable Person (Cal Poly Electrician – not performing the work) | Date |