

# Cal Poly

## Code of Safe Practice

### Resetting of Electrical Circuit Breakers

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These safety practices shall be followed when an employee, other than an approved, trained Facility Services Electrician, must reset a tripped circuit breaker on an electrical circuit.

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### Electrical Circuit Breaker Reset Safety Procedures

- Employees should recognize that a tripped circuit breaker is an indication of a current overload condition on the tripped circuit. This is a potentially hazardous condition which could cause personal injury or property damage if not handled correctly.
- Only employees who have received specific training from the campus Environmental Health & Safety Office may reset a tripped circuit breaker. All other employees must contact the Facility Services Work Control Center if a circuit breaker has tripped.
- If a circuit breaker is ever to be used to de-energize a circuit for maintenance or repair work, the campus Control of Hazardous Energy Procedure (Lockout/Tagout) must be implemented and followed.
- Only circuit breakers rated at 240V or below, and installed in panelboards with covers in place, may be reset under this procedure.
- After a circuit is deenergized by a circuit breaker operation, the circuit shall not be manually reenergized until it has been determined that the equipment and circuit can be safely energized.
- When a circuit breaker has tripped, the following actions must be taken in this order:
  - ❑ Inspect all equipment and loads on the affected circuit.
  - ❑ If the circuit breaker operation appears to have been caused by an identified overload condition, remove the causative load.
  - ❑ If an overload condition cannot be identified, STOP, and call the Work Control Center at 6-5555, as the circuit breaker operation may have been due to a fault.
  - ❑ A circuit breaker should only be closed to reenergize a circuit if the trained employee has confirmed, either through labeling or personal knowledge, that the circuit breaker in question is the one controlling the circuit which was deenergized. If there is ANY doubt about the correct breaker to operate, STOP, and contact the Work Control Center at x6-5555.
  - ❑ ONLY the breaker connected to the tripped circuit may be closed. If other tripped breakers are discovered in this process, DO NOT attempt to close them and reenergize other circuits.
  - ❑ Wear eye protection in the form of ANSI compliant safety glasses
  - ❑ Stand to the side of the panel box and turn your head away from the panel.
  - ❑ Close the breaker. If the breaker immediately trips again, STOP, and contact the Work Control Center at x6-5555.
- A circuit breaker may only be reset one time per day. If the same circuit trips again the same day, it should be called in to the Work Control Center for evaluation by a campus Electrician.