

Cal Poly Environmental Health & Safety

Electrical Work Pre Job Checklist and Job Hazard Analysis

Work Order No.:		Date:
Building No.:	Room No.:	Panel / Circuit:
Equipment Description:		Max. Exposed Voltage:
No. people required to do job:	Name(s):	
Description of job:		
FOR EACH ITEM BELOW, EITHER "YES" OR "NO" MUST BE CHECKED. DO NOT LEAVE AN ITEM BLANK.		
	YES	NO
Can the equipment be de-energized to perform this work?		
Is a backfeed of the circuit to be worked on possible? (Generator, UPS, etc.)		
Have plans or single line drawings been reviewed?		
Will lockout / tagout be required?		
Is temporary protective grounding required?		
Is contact voltage testing required?		
Is breaker racking required?		
Will barriers or barricades be required?		
Will traffic control and / or flaggers be required?		
Will a confined space permit be required?		
Will a hot work permit (sparks or open flames) be required?		
Will work involve entering an excavation or trench?		
Will pedestrian control be required?		
Will voltage rated gloves be required?		
If "yes" have gloves been tested within 6 months of being placed in service?		
Tools to be used:		
High voltage proximity detector		
Multi-meter		
Insulated hand tools		
Hotstick		
Other:		

COMPLETE OTHER SIDE ALSO

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Arc Flash Hazard Category: (check one) 0 1 2 3 4 X

Arc Flash Boundary: _____ inches

Shock Approach Boundaries:

Limited: _____ inches

Restricted: _____ inches

Prohibited: _____ inches

Other Safety Related Items Covered in Job Tailgate Meeting: _____

COMPLETE OTHER SIDE ALSO