

MINIMUM REQUIREMENT



WP/SEA MINIMUM REQUIREMENTS TROUBLE SHOOTING ELECTRICAL EQUIPMENT



MEMORY JOGGERS

Ensure that the following conditions are met before proceeding. If not met, address on WP/SEA.

- Communicate the **“RIGHT TO STOP WORK AUTHORITY POLICY”** and is exercised by all crewmembers and other personnel that believe something or some condition has changed. The job is to be stopped and accessed before proceeding. The WP/SEA may need to be modified or a new WP/SEA maybe required before starting the work task again.
- Verify that supervisors are trained in first aid and safety precautions handling energized equipment.
- Ensure that two people are available at work site to alert help or de-energize equipment if needed.
- Ensure all personnel are free and clear of work site so that circuits and equipment can be safely energized.
- Employees should be instructed to be alert at all times when they are working near exposed energized parts where unexpected electrical hazards may exist.
- Only qualified personnel should troubleshoot are test equipment.

MINIMUM REQUIREMENTS

- 1) Verify **All** conditions identified in the “Memory Joggers” section are met (or are not applicable); if **ANY** are not met, **STOP** and add the necessary step to the WP/SEA to ensure the safest method possible.
- 2) Conduct job walkthrough to ensure work area is free from debris, tools, and trip hazards.
- 3) Barricade area with danger tape and post signs.
- 4) Verify rescue plan is written and implemented prior to start of work.
- 5) Verify LOTO is in place and energy is isolated.
- 6) Utilize Flash Guard safety apparel.
- 7) Verify test equipment is calibrated and free from defects.
- 8) Verify that personnel are certified in task being performed.
- 9) Nonconductive clothing and equipment is to be used during testing and trouble shooting.
- 10) Conduct voltage verification test to verify the equipment is de-energized.
- 11) Proceed to troubleshoot equipment with proper test equipment.
- 12) Before re-energizing equipment, ensure all guards and safety devises are in place.

ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA