


# SAFETY AND HYGIENE REGULATIONS



Servei de Prevenció de Riscos Laborals  
UNIVERSITAT POLITÈCNICA DE CATALUNYA

## ELECTRICAL WORK – THE 5 ADDITIONAL RULES

CODE	<b>SHR 505</b>	Date:	<b>December 2009</b>	Revision:	<b>00</b>	Page:	<b>1 of 2</b>
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INTRODUCTION	ADDITIONAL RULE 1	ADDITIONAL RULE 2
<p>These rules complement the 5 basic rules for electrical work. As in the basic rules, they are aimed at people who sometimes have to carry out work in the vicinity of electricity lines and electrical installations, electrical substations, power distribution and control cabinets and boxes, or operators from any specialisation who have to use electrically operated machinery or tools in their work.</p> <div style="text-align: center;">  <p><b>Risc elèctric</b></p> </div>	<p style="text-align: center; color: blue;"><b>DO NOT TRY TO REPAIR ELECTRICAL EQUIPMENT. DO NOT CARRY OUT EVEN THE SIMPLEST OPERATIONS IF YOU DO NOT HAVE SUFFICIENT KNOWLEDGE OF ELECTRICAL RISKS</b></p> <ul style="list-style-type: none"> <li>✓ Always turn off the power supply before any action, even if it is just changing a lamp.</li> <li>✓ Only a specialised technician is authorised to carry out new installations or to alter or repair existing electrical apparatus and installations.</li> <li>✓ Do not make provisional repairs to damaged cables using insulating tape or a similar material.</li> </ul>	<p style="text-align: center; color: blue;"><b>BEFORE YOU USE ELECTRICAL APPARATUS OR MACHINERY, FIND OUT ABOUT THE SAFETY REGULATIONS THAT APPLY TO ITS USE AND COMPLY WITH THEM</b></p> <ul style="list-style-type: none"> <li>✓ Take care in special environmental conditions (heat, cold, humidity, presence of chemical compounds and flammable or explosive substances, etc.).</li> <li>✓ Do not use normal extension leads in places where the atmosphere is flammable or explosive or in wet areas or areas with water leaks.</li> <li>✓ When work needs to be done on a conductive area, no lamps or portable electrical apparatus should be used until special precautions have been taken to prevent indirect contact. A specialised technician must determine the required safety measures.</li> </ul>

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ADDITIONAL RULE 3	ADDITIONAL RULE 4	ADDITIONAL RULE 5
<p><b>NEVER OPEN THE PROTECTIVE COVERS OF ELECTRICAL EQUIPMENT AND RESPECT ALL SIGNS OR PROTECION DESIGNED TO PREVENT CONTACT BETWEEN YOUR BODY AND A LIVE WIRE OR COMPONENT</b></p>	<p><b>TO CARRY OUT WORK OF ANY TYPE, ON OR IN THE VICINITY OF AN ELECTRICAL INSTALLATION, YOU MUST FOLLOW THE INSTRUCTIONS OF A SPECIALISED ELECTRICIAN</b></p>	<p><b>TO CARRY OUT WORK IN THE VICINITY OF OVERHEAD OR UNDERGROUND POWER LINES, THE REQUIRED SAFETY MEASURES MUST BE ADOPTED TO PREVENT ANY CONTACT WITH THE CABLES</b></p>
<ul style="list-style-type: none"> <li>✓ Do not open the protective casing of electrical switchgear, circuit breakers, relays, etc.</li> <li>✓ Do not open the doors of enclosures housing electrical installations, such as electrical substations, platforms or testing areas, etc.</li> <li>✓ Respect warning signs and protection devices, whose aim is to prevent contact between parts of the body and live components.</li> <li>✓ Do not remove, move or pass:                             <ul style="list-style-type: none"> <li>- Warning markings or devices designed to demarcate an electrical risk area.</li> <li>- Screens designed to keep live wires out of reach.</li> <li>- Protective, insulated sheaths or covers on bare live wires or on busbars.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ This regulation is particularly useful for:                             <ul style="list-style-type: none"> <li>- Tile setters who have to repair the floor of an electrical substation.</li> <li>- Painters who have to paint a wall that has electrical conduits.</li> <li>- Builders who have to render the façade of an electrical substation, etc.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ Find out about the safety regulations before starting the work, and follow these instructions.</li> <li>✓ Take special care with tasks carried out in the vicinity of power lines, such as:                             <ul style="list-style-type: none"> <li>- Use of lifting apparatus</li> <li>- Installation of antenna</li> <li>- Work on façades</li> <li>- Excavation work</li> </ul> </li> </ul>