

	WESTERN MILLCRAFT INC. 12506 – 128 STREET EDMONTON, AB, T5L 1C8	Effective Date: 1 OCTOBER, 2011	Revised by: JFK
	OCCUPATIONAL HEALTH & SAFETY MANUAL COMPANY RULES AND REGULATIONS EXTENSION CORDS	Page 1 of 1	HSE: 4.28 Revision: 00

TITLE	4.28 EXTENSION CORDS
GENERAL	Protecting employees from injuries associated with the use of extension cords
APPLICATION	To ensure employees are aware of the potential and existing hazards
PROTECTIVE MECHANISMS	ERP – Emergency Response Plan General Rules Personal Protective Equipment (PPE) Safe Work Practice
SELECTION, USE & MATERIAL REQUIRED	As per job requirement and safe work practices ERP – Emergency Response Plan Personal Protective Equipment (PPE)
SUPERVISOR RESPONSIBILITY	To facilitate and/or provide proper instruction to their employees on protection requirements and training Hazard Analysis FLHA Work site inspection
WORKER RESPONSIBILITY	<ol style="list-style-type: none"> 1. Use only certified/approved extension cords 2. Only use on a temporary basis and when necessary 3. Use cords with proper grounded three-pronged plugs when possible 4. Use Heavy duty extension cords when required 5. Extension cords used outside should be specifically designed for outdoor use 6. All use the appropriate length of cord for the task 7. Always insert plugs fully so that no part of the prongs are exposed 8. Do not overload cords 9. If a cord feels hot to the touch, stop using it and throw it away 10. Frayed, cut, or damaged electrical cords must be disposed of 11. Electrical cords should not be used around liquids or in wet area 12. Don't drive over, or roll equipment over a cord

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