

Electrical Safety Program

Appendix B-Annual Field Audit Level 1

Pass	Fail	N/A	Field Corrected (Supervisor's Initials)	Opening Electrical Enclosure (Up to AF PPE Category/Level 2) (Requires 7/10)
				Can worker determine AF PPE Level based on the Arc Flash Warning Label or using the AF PPE Category Method?
				Is worker wearing hearing protection?
				Is worker wearing safety glasses?
				Is worker wearing long sleeves (uncuffed) to open enclosure?
				Is worker wearing leather protectors to open enclosure?
				Does worker have any exposed flammable material or a flammable outermost layer?
				Is clothing is free from contaminants that could negate the arc rating?
				Did worker properly barricade the work area?
				Is worker wearing arc rated face shield and hard hat?
				Is worker wearing arc rated balaclava?
Pass	Fail	N/A	Field Corrected (Supervisor's Initials)	Using Electrical Test Instruments (Requires 6/9)
				Can worker determine if meter is rated properly for application?
				Is worker using insulated gloves for voltage measurement?
				Is worker wearing leather protectors over insulated gloves for voltage measurement?
				Did worker give insulated gloves a field test prior to donning?
				Did worker inspect test leads of voltage meter prior to use?
				Did worker set the test instrument to the correct setting for a voltage measurement?
				Can the worker demonstrate a voltage measurement?
				Can the worker demonstrate a phase to ground voltage measurement?
				Can the worker demonstrate a phase to phase voltage measurement?
Pass	Fail	N/A	Field Corrected (Supervisor's Initials)	Establishing an Electrically Safe Work Condition (ESWC) (Requires 10/13)
				Can worker consult panel schedules, one line diagrams, or other labeling to locate upstream disconnecting means?
				Does worker know how to disconnect the upstream disconnecting means?
				Did worker properly interrupt load current before disconnecting the upstream disconnecting means?
				Did worker visually verify that the upstream disconnecting means is disconnected?
				Did worker properly apply LOTO devices?
				Is worker using proper PPE?
				Did worker set meter to right setting (Volts)?
				Did worker inspect test leads of voltage meter prior to use?
				Did worker properly test meter on a known voltage source?
				Did worker test phase to ground on all three phases?
				Did worker test phase to phase voltages (A to B, B to C, & A to C)?
				Did worker properly test meter on a known voltage source after testing circuit?
				Did worker properly remove LOTO device to reenergize system?

