

NRCA Safety Manual
 Chapter Six:
 Electrical Hazards Checklist



NATIONAL ROOFING CONTRACTORS ASSOCIATION | CNA COMMERCIAL INSURANCE

	<i>A "no" answer to a question, other than Nos. 1, 3, 7, 11 or 21, requires compliance with OSHA provisions explained in Chapter 5 of the Safety Manual.</i>		
	Pre-job		
1.	Which if any of the following electric tools do you expect to be used on this project?		
	a) Reciprocating saw	Y	N
	b) Screw gun	Y	N
	c) Circular Saw	Y	N
	d) Drill	Y	N
	e) Portable lights	Y	N
	f) Air compressor	Y	N
	g) Grinder	Y	N
2.	Are all electric hand tools to be used on the project double-insulated?	Y	N
3.	Do you expect to use extension cords on this project?	Y	N
4.	Are all extension cords marked for hard or extra-hard service with one of the following codes: S, ST, SO, STO, SJ, SJO, SJT, or SJTO?	Y	N
5.	Do all cords have three-prong plugs with the grounding pin in place?	Y	N
6.	Are all cords free from damage and splices?	Y	N
7.	Will this job require a portable generator?	Y	N
8.	If power is supplied by a portable generator, is it equipped with ground-fault	Y	N

	circuit interrupters (GFCIs) for all 120V, 15 or 20 amp outlets?		
9.	If not, are portable GFCIs available for each such outlet?	Y	N
10.	Have all GFCIs been tested prior to their use?	Y	N
11.	If a portable generator will not be used, has a source of power for rooftop tools been determined?	Y	N
12.	Does that power source have GFCI protection?	Y	N
13.	If not are portable GFCIs available for that circuit(s)?	Y	N
14.	Has the amperage of that circuit(s) been determined?	Y	N
15.	Has the location of that circuit's breaker box been determined?	Y	N
16.	If GFCIs are not used, has electrical continuity of receptacles, power tools and extensions cords been tested with a proper testing device?	Y	N
17.	Has the testing been done under provisions of an assured grounding program?	Y	N
18.	Have all outlets, extension cords and tools that failed the continuity test been taken out of service?	Y	N
19.	Has the location of conduits under the deck been determined to avoid damage that could result in contacting energized wires?	Y	N
20.	Has the location of power drops, rooftop boxes and conduits been clearly marked to avoid accidental contact with energized wires?	Y	N
21.	Will a crane, conveyor or hoist be used on this project?	Y	N
22.	Has a setup area for such equipment been established that allows 10 feet or more clearance from energized power lines?	Y	N
23.	If not, has the utility company been notified and completed de-energizing of the power line prior to setup?	Y	N

24.	Have all workers signed the attendee list for the Electrical Safety Toolbox Talks?	Y	N
	Job-in-progress		
25.	Are portable GFCIs plugged into the generator or other unprotected source of power at the outlet?	Y	N
26.	Have GFCIs been tested during the course of the project?	Y	N
27.	Has the location of extension cords on the roof been checked to avoid placement in standing water and trip hazards?	Y	N
28.	Has the location of extension cords on the roof been checked to avoid pinching or other damage to the cord?	Y	N
29.	Are lockout/tagout devices and labels available to secure circuits that are shut off so that work can be done safely?	Y	N
30.	Have portable lights been set up prior to nightfall and in a manner that avoids a tripping or electrical hazard?	Y	N
31.	Have workers been instructed not to use electric tools in or near any wet locations?	Y	N
32.	Has setup of materials and equipment, such as ladders, scaffolds or hot pipes, avoided the possibility of contact with energized power lines or circuits?	Y	N
33.	Are all workers involved in crane, conveyor or hoist operations aware of the locations of power lines that could endanger material handling operations?	Y	N
	Post-job		
34.	Have you inspected tools, power cords and extension cords for loose connections, damaged insulation, missing ground pins, damaged tool housings or similar conditions that could be hazardous?	Y	N

35.	Has the power company been contacted to reenergize power lines that have been de-energized or to remove shrouds from power lines?	Y	N
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