

AMES LABORATORY SAFE WORK PERMIT FOR ENERGIZED ELECTRICAL WORK

Part I: To be completed by the requester:	
(1) Description of circuit/equipment/job location:	
(2) Description of work to be done:	
(3) Justification of why the circuit/equipment cannot be de-energized or the work deferred until the next scheduled outage:	
Requester/Title:	Date:

Part II: To be completed by the Qualified Electrical Workers (QEWs) performing the work:	Check when Complete
(1) Detailed job description procedure to be used in performing the above detailed work (attach if necessary):	
(2) Description of the Safe Work Practices to be employed [110.8(B)]:	
(3) Results of the Shock Hazard Analysis [110.8(B)(1)(a)]:	
(4) Determination of Shock Protection Boundaries [130.2(B)]:	
(5) Results of the Flash Hazard Analysis (130.3):	
(6) Determination of the Flash Protection Boundary [130.3(A)]:	
(7) Necessary personal protective equipment to safely perform the assigned task [130.3(B)]:	
(8) Means employed to restrict the access of unqualified persons from the work area [110.8(A)(2)]:	
(9) Evidence of completion of a job briefing including discussion of any job-related hazards [110.7(G)]:	

(10) Do you agree the above-described work can be done safely?							If no, return to requester	
Qualified Electrical Worker	Yes	No	Date	Qualified Electrical Worker (Backup)	Yes	No	Date	
Qualified Electrical Worker	Yes	No	Date	Supervisor Qualified Electrical Worker	Yes	No	Date	

Part III: Approval(s) to perform the work while electrically energized.

Group Leader/Department Manager:		Date
Electrical Safety Committee Designee:		Date
Chief Research Officer/Chief Operations Officer:		Date

**This Permit is valid for one process lasting no more than one week.
 NOTE: Once the work is complete, forward this form to ESH&A for review and retention.**

Part IV: Safe Work Requirements

Safety Equipment Required (**safety glasses with side shields are required for all electrical work**):

See Appendix E, "Work Matrices," of the Ames Laboratory Electrical Safety Manual (46200.001) for guidance in completing permit.

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| <input type="checkbox"/> Approved Meters / Instrumentation | <input type="checkbox"/> Flame Resistant Clothing |
| <input type="checkbox"/> Insulating Mat | <input type="checkbox"/> Face Shield |
| <input type="checkbox"/> Grounding Stick | <input type="checkbox"/> Qualified Electrical Backup |
| <input type="checkbox"/> Approved Insulated Hand Tools | <input type="checkbox"/> Rated gloves for Backup QEW |
| <input type="checkbox"/> Rated Electrical Gloves (appropriate for voltage) | <input type="checkbox"/> Other PPE's (hearing protection, laser glasses, etc.) _____ |
| <input type="checkbox"/> Other Safeguards _____ | _____ |

Warning: Always de-energize the equipment when possible. If you must work with energized circuits, cover or guard any exposed energized parts when practical. Energized electrical work is only allowed under the requirements of Chapter 6 of the Ames Laboratory Electrical Safety Manual (46200.001) and OSHA 1910.333.

<p>A. When do you need to complete this form? Anytime it is necessary to perform live electrical work and you do not have an approved Standard Operating Procedure that covers the specific live work. The Electrical Safety Committee must approve all Live Work Standard Operating Procedures.</p> <p>B. Who shall complete a Safe Work Permit for Energized Electrical Work? <u>Everyone</u> involved with the live work. The form must be completed and the work planned with all parties present. All workers and the Supervisor must be Qualified Electrical Workers (QEW) and recognize and understand all of the hazards involved. The Supervisor shall be appointed by the Activity Supervisor, Group Leader or Department Manager and must be experienced in electrical work.</p> <p>C. When should these employees complete a Safe Work Permit for Energized Electrical Work? The discussion of the hazards involved, job planning, and completion of this form must be done before the work is started.</p>

Approvals must be obtained after this form has been completed and before work has started. Contact Robert Fry, Facilities and Engineering Services -Electronics or Shawn Nelson, ESH&A for Electrical Safety Committee approval.

Documented training is required to be considered a Qualified Electrical Worker (QEW). For requirements, see Ames Laboratory Electrical Safety Manual, Chapter 3, "Training Requirements for Electrical Safety," Section 3.1.2 Required Training Modules.

NOTE: Job (Activity) Specific Training or appropriate experience is also required prior to performing work to be considered a QEW. The training must be documented.