Grounding Fault Protection - GFCI

PURPOSE

The purpose of this document is to outline safety requirements surrounding the use and exposure to electricity, and to eliminate all injuries resulting from possible malfunctions, improper grounding and defective electrical tools for **Fisher Systems Inc.**; hereafter referred to as "The Company." This policy applies to all sites, personnel and contractors; this policy must be followed at all times.

RESPONSIBILITIES

Supervisors shall be responsible to implement the assured equipment grounding conductor program and shall be designated as competent persons for the program. One or more competent persons must be designated as set forth in CFR 1926.404(b) (11) (iii) & Cal/OSHA T8 CCR 2405.4 to implement the program.

Employees are responsible for abiding by the following policy and requirements of this program. In addition, personnel and employees shall be held responsible to perform regular visual inspections and to remove defective equipment from service. All personnel shall notify a supervisor of defective equipment as soon as reasonably possible.

POLICY

It is the policy of The Company to establish and implement an assured equipment grounding conductor program on all job sites covering all cord sets, receptacles which are not a part of the permanent wiring of the building or structure, and equipment connected by cord and plug which are available for use by personnel. In fact, OSHA requires that employees shall use either ground fault circuit interrupters (GFCI) or assured equipment grounding conductor program to protect personnel from electrical shock while working.
A copy of this policy shall be placed at each jobsite for inspection and copy by OSHA officials and any affected employee/personnel.

The Company shall use GFCI's in lieu of an assured grounding program as afforded by CFR 1926.400 (h).

GROUND FAULT CIRCUIT INTERRUPTERS

Ground fault circuit interrupters (GFCI's) are not required for 120 volts, single phase, or 15- and 20- ampere receptacles outlets where all of the requirements of this procedure are implemented at worksites as part of the permanent wing of the building or structure. These are in use by employees, shall have approved GFCI's for personal protection.

Supervisors are designated to implement the assured equipment grounding conductor program: 1926:32 (f) which defines competent persons as one who is capable of identifying existing and predictable hazards in the surrounding area or working conditions which are unsanitary, hazardous or dangerous to employees, and who is authorized to take prompt corrective measures to eliminate them.

Equipment found damaged or defective may not be used until repaired.

Supervisors shall be responsible and accountable for the following:

- Each cord set, attachment cap, plug and receptacle of cord set, and any equipment connected by cord and plug except cord sets and receptacles which are fixed and not exposed to damage, shall be visually inspected before each day's use for external defects, such as deformed or missing pins, or insulation damage, and for indication for possible internal damage.
- Making sure both forms of testing are being performed when checking electrical equipment;
    - One is a Continuity Test to ensure that the equipment grounding conductor is electrically continuous. It must be performed on all cord sets, receptacles which are not part of the permanent wiring of the building or structure, and on cord-and-plug-connected equipment which is required to be grounded. This test can be performed using a simple continuity tester, such as a lamp and battery, a bell and battery, an ohm meter, or a receptacle tester.
    - The other test is a GFI Test that must be performed on receptacles and plugs to ensure that the equipment grounding conductor is connected to its proper terminal. This test can be performed with the same equipment used in the first test.
- Tests shall be documented on the log for the assured equipment grounding conductor program and shall be on all work-sites for inspection by OSHA officials and/or any affected employee.

In accordance with OSHA standard 1926.21, supervisors shall attend training sessions as the company may deem necessary.

The equipment grounding conductor shall be connected to its proper terminal:

- Before each use.
- Before equipment is returned to service following any repairs.
- Before equipment is used such as when a cord has been run over.
- At intervals not to exceed 3 months,
- Cord sets & receptacles which are fixed & not exposed to damage shall be tested at intervals not exceeding 6 months.

Testing

All required tests shall be performed:

- Before first use;
- Before equipment is returned to service following any repairs;
- Before equipment is used after any incident which can be reasonably suspected to have caused damage (for example, when a cord set is run over); and
- At intervals not to exceed 3 months, except that cord sets and receptacles which are fixed and not exposed to damage shall be tested at intervals not exceeding 6 months.

Tests performed as required by this program shall be recorded as to the identity of each receptacle, cord set, & cord & plug connected equipment that passed the test and shall indicate the last date tested or interval for which is was tested. This record shall be kept by means of logs, color coding, or other effective means & shall be maintained until replaced by a more current record. These records shall be made available at the job site for inspection by the Assistant Secretary & any affected employees.

Equipment that does not meet the prescribed test shall not be put into service. In this case, the following shall occur:

- All equipment grounding conductors shall be tested for continuity and shall be electrically continuous
- Each receptacle and attachment cap or plug shall be tested for correct attachment of the equipment grounding conductor. The equipment grounding shall be connected to its terminal.

Below is a recommended color code labeling system using colored tape to mark equipment. That shows how The Company tracks inspection and testing on a Quarterly, Monthly and/or Numeric tracking basis.

Assured Equipment Grounding Conductor Labeling Program			
Month/Quarter Test is Performed	**Quarterly Coding Scheme**	**Monthly Coding Scheme**	**Numeric Coding Scheme**
Month	**Quarterly**	**Monthly**	**Monthly**
January	**White (Winter)**	White	1
February		White/Yellow	2
March		White/Blue	3
April	**Green (Spring)**	Green	4
May		Green/Yellow	5
June		Green/Blue	6
July	**Red (Summer)**	Red	7
August		Red/Yellow	8
September		Red/Blue	9
October	**Orange (Autumn)**	Orange	10
November		Orange/Yellow	11
December		Orange/Blue	12
Repair or Incident	**Brown**	Brown	0