

RULES FOR USE OF EQUIPMENT WITH LOW-VOLTAGE ELECTRICAL HAZARD

Below are the **MANDATORY RULES** for use and maintenance of work equipment that involves electrical hazard by IFEMA employees or any other persons at the Exhibition Centre.

1. DESCRIPTION:

This includes tasks with installations or equipment that uses or conducts low-voltage power.

2. SAFETY HAZARDS

- **Electrocution from direct or indirect contact.**
- **Burns from electrical contact.**
- **Fire.**
- **Projection of elements or particles.**
- **Persons falling from height.**
- **Persons falling on the same level.**



No realices trabajos eléctricos si no has sido capacitado y autorizado para ello.

3. SAFETY MEASURES:

- Before starting any low-voltage work it shall be assumed that all conductor cables carry electrical current, and therefore a tester shall be used to ensure that there is no electrical current.
- **No work should be performed on any electrical installation without the proper training and due authorisation to do so.**
- Steps must be taken to increase the body's resistance to electrical current, by means of the appropriate personal protection equipment, such as dielectric gloves, helmets, rubber insulated shoes, etc.
- Avoid using electrical equipment or apparatus in the event of rain or conditions of moisture when: cables or other electrical materials cross puddles, your feet are in water or any part of the body is wet.
- In humid atmospheres, ensure that all elements of the installation comply with the conditions for use in such cases.
- Avoid provisional repairs. Damaged cables must be replaced with new cables. Electrical cables and plugs must be regularly inspected and replaced when found to be in poor condition.
- All portable electrical machinery must have a protection system. The most common is the double insulation system.
- Manual tools must be: duly protected from electrical contact and free of grease, oil or other slippery substances.
- Do not use multiple adaptors with socket outlets, due to the risk over overloading the installation. Do not use damaged cables, cracked plug pins or devices with damaged casings.
- Electrical cables must be protected with hard rubber or plastic ducts when positioned on the floor in work or transit areas.
- All installations must be in good condition and regularly inspected.
- Electrical safety systems must not be manipulated in any way, given that their safety qualities may be undermined.

Your own safety and that of everyone working at the Exhibition Centre depends on your proper behaviour. Thank you for your cooperation.

"Help us prevent accidents"
Health and Safety Committee
IFEMA