

# Rules for use of equipment With low-voltage electrical hazard. Work equipment.

Workplace health and safety.

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

## DESCRIPTION

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

## 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.**



Do not do electrical work if you have not been trained and authorized to do so

## 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.