



# SAFETY TALKS

## Extension Cord Safety

### Extension Cord Safety

Extension cord safety is an important part of workplace safety as it can directly impact the safety of employees and the condition of company assets. Injuries can arise from electrical shock, fire hazards, and trip and fall. Improper use of extension cords can result in devastating consequences such as full facility building fires. By implementing simple safety measures, including using the correct type of cord for the intended use, inspecting cords regularly for damage, and properly securing cords to avoid tripping hazards, workplace incidents can easily be prevented.

### What's the Danger?

The 3 most common extension cord hazards include:

<b>Electrical Shock</b>	Damaged cords can pose a shock hazard. If a cord is frayed or the insulation is damaged, electricity can escape and cause an electrical shock.
<b>Fire</b>	Overloading extension cords can cause a fire. Be sure to choose the right cord for the job and do not exceed the cord's wattage rating.
<b>Trip and Fall</b>	Extension cords can create trip hazards if they are left lying around or run through high-traffic areas.

### Safety Tips

- ✓ Choose the right extension cord for the job. Make sure the cord and the electrical products being plugged into outlets are CSA, cUL, or cETL approved, rated for the amount of electricity needed and for the conditions (i.e., indoor or outdoor use). In wet conditions, make sure the extension cord is designed for this purpose, connectors and plugs are waterproof, and Ground Fault Circuit Interrupters (GFCI) are installed as required, and check for GFCI markings.
- ✓ Inspect the cord before use. Check for frayed wires, damaged insulation, 3<sup>rd</sup> prong removed, or other signs of wear and tear. If a cord is damaged, remove it from service or report it to a supervisor.
- ✓ Do not use extension cords as permanent wiring as they are designed for temporary use only.
- ✓ Do not overload the cord. Check the wattage ratings of the electrical products you will be using and make sure the extension cord can handle the load.
- ✓ Keep cords away from high-traffic areas, sharp edges, heat, water, and oil. Do not run cords under carpets or rugs as this can cause damage and create a tripping hazard.
- ✓ When using multiple cords, be sure to plug them into different outlets. Do not use multiple cords in the same outlet, as this can overload the circuit and cause a fire.
- ✓ Unplug the cord when not in use. Do not leave cords plugged in and unattended.

### Demonstrate

Inspect and verify that extension cords are appropriate for the work performed and are in good working condition.

Review the process for removing defective tools and equipment.

### Discussion

Can you describe the process for handling a damaged extension cord?

What steps can you take to prevent tripping hazards when using extension cords?

#### DID YOU KNOW?

When using an extension cord, make sure to plug it into a grounded outlet. Grounded outlets have three holes, while ungrounded outlets have two. Using a grounded outlet provides added protection against electrical shock and reduces the risk of fire.



**Manitoba Workplace Safety and Health Act and Regulation**

Part 38 - Electrical Safety - Temporary electrical equipment 38.10 (c)(i-iv)

**Workers Involved in this Safety Talk**

**Date:** \_\_\_\_\_

Name	Signature

Name	Signature

**Notes**

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