Electrical Safety Program Template



Organization Name

Electrical Safety Program

Purpose

At Organization Name, we value the safety of our employees in all facets of their work. The purpose of this program is to inform interested persons, including employees, that we are complying with the OSHA Electrical Safety Standard 1910.333. We have determined that this workplace needs written procedures for preventing electric shock or other injuries resulting from direct/indirect electrical contacts to employees working on or near energized or de-energized parts. This program applies to all work operations at Organization Name where employees may be exposed to live and/or de-energized parts.

Administrative Duties

The overall responsibility for coordinating safety programs in this company rests on the Organization Name *Job Title*, Safety Professional Name, who will review and update the program as necessary. Copies of the written program can be found in the following locations by contacting the indicated personnel.

Table1. Program Location

Facility	Program Location	Person in Charge of Keeping Program
Facility	***Location***	***Safety Professional Name***
Facility	***Location***	***Safety Professional Name***
Facility	***Location***	***Safety Professional Name***

Under this program, you, our employee, will receive instructions in the purpose and use of energy control procedures, as well as the other required elements of the “Control of Hazardous Energy Standard.” This instruction includes the de-energizing of equipment, applying locks and tags, verifying de-energizing, and equipment reenergizing.

If, after reading this program, you find that improvements can be made, please contact the *Job Title*, *Job Title*. We encourage all suggestions because we are committed to creating a safe workplace for you and all our employees. We strive for clear understanding, safe work practices, and involvement in the program from every level of the company.

Hazard Analysis Report

To determine areas of Organization Name’s facilities that need to be included in the “Electrical Safety Program,” electrical hazards are identified throughout the course of the year by the *Job Titl*es, *Job Titles*, *Job Titles*, and *Job Titles*. We conduct a hazard analysis of our workplace during monthly safety audits. These analyses are identified and logged by Safety Professional Name on the Maintenance Service Report. This analysis provides us with information identifying which departments have equipment using electricity, various types of wiring installations, and the types of employee functions that must be covered by the “Electrical Safety Program.” The following table identifies electrically operated equipment and/or wiring installations in specified areas of Organization Name…