

# ENERGIZED ELECTRICAL JOB HAZARD ASSESSMENT / EEJHA

<b>Work Task Description:</b>		<b>Date:</b>	<b>Time:</b>
<b>Equipment Tag &amp; Description:</b>			
<b>Work Location:</b>			
<b>Work Order #:</b>	<b>Always TEST-BEFORE-TOUCH!</b>		
<b>SWP #:</b>			
<b>PRE-JOB BRIEFING &amp; PLANNING</b>			
1. You are capable and understand the work task and its requirements? <input type="checkbox"/> YES <input type="checkbox"/> NO 2. Have all hazards/operational risks been identified on WHAT card/permit? <input type="checkbox"/> YES <input type="checkbox"/> NO		Stop Work and contact your Supervisor if you encounter any visual damage or impending failure of equipment before proceeding.	
<b>SHOCK RISK ASSESSMENT</b>		<b>ISOLATION</b>	
3. Shock Hazard exists? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>Voltage of exposed equipment</i> = _____ <i>Limited Approach Boundary (LAB)</i> = _____ <i>Restricted Approach Boundary (RAB)</i> = _____		23. Isolated, Lock & Tag applied by every worker? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A 24. Absence of voltage verified? <input type="checkbox"/> YES <input type="checkbox"/> NO 25. Temporary safety grounds installed & recorded? ID#: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>ARC FLASH RISK ASSESSMENT EXEMPTIONS</b>			
A. 240V single phase 125kVA or less single xmfr. B. 120/208V, 45kVA or less. C. Maximum voltage is less than or equal to 50V. D. 125VAC DCS/PLC work involving I/O cards, field devices or power supplies.			
<b>ARC FLASH RISK ASSESSMENT</b>		<b>EMERGENCY RESPONSE</b>	
4. Arc Flash Hazard Exists? <input type="checkbox"/> YES <input type="checkbox"/> NO 5. Maximum Incident Energy Level = _____ cal/cm <sup>2</sup> 6. Working Distance for Work Task = _____ 7. Arc Flash Boundary = _____ 8. Electrical Work Zone barricading established at = _____		26. Identify upstream emergency isolation device tag #: _____ <b>Note:</b> Reference Single Line Diagram. Single line #: _____ 27. Is a Qualified Electrical Worker Standby Person required? <input type="checkbox"/> YES <input type="checkbox"/> NO 28. Rescue Hook available for use if required? <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Note:</b> Only QEWs allowed within the <u>Electrical Work Zone</u> . Un-Qualified Workers can enter this Zone only if 100% supervised by QEW and wearing full AR PPE. <b>Note:</b> As per incident energy label.		<b>Worker's Signatures:</b>	
		1. _____ 2. _____ 3. _____ 4. _____	
		<b>All signatures must be legible.</b> <b>Holdpoint sign off:</b> _____ <b>Required for all energized work</b>  <b>Manager Signature:</b> _____ <b>Only required when used with an Energized Work Permit</b>	
<b>PROCEDURE</b>			
9. If a Maintenance Mode switch is installed, is it ON and locked and tagged? <input type="checkbox"/> YES <input type="checkbox"/> NO 10. Do you require an <u>EEWP</u> ? <input type="checkbox"/> YES <input type="checkbox"/> NO 11. Do you have specific Electrical Safe Work Procedure(s) to use? <input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>PPE, TOOLS &amp; EQUIPMENT</b>			
12. Select Level if Arc Flash PPE is required: Coveralls = Cal/cm <sup>2</sup> Hood = Cal/cm <sup>2</sup> <input type="checkbox"/> CAT 4 = 40 Cal/cm <sup>2</sup>			
		<b>HUMAN BEHAVIOUR &amp; PERFORMANCE</b>	
		13. All Arc Flash PPE has been pre-use inspected, correct fit and is suitable for use? <input type="checkbox"/> YES <input type="checkbox"/> NO 14. Are Rubber Insulating Gloves with Leather Protectors required? <input type="checkbox"/> YES <input type="checkbox"/> NO Identify Max Use AC/DC Voltage: _____ 15. Rubber Insulating Gloves pre-use inspected, air tested and suitable for use? <input type="checkbox"/> YES <input type="checkbox"/> NO 16. Insulated Hand Tools required? <input type="checkbox"/> YES <input type="checkbox"/> NO 17. Properly rated Voltage Detector required, if DMM, is it minimum CAT III, 600V? <input type="checkbox"/> YES <input type="checkbox"/> NO 18. All Other Tools & Equipment have been pre-use inspected and suitable for use? <input type="checkbox"/> YES <input type="checkbox"/> NO	
		<b>VISUAL CONDITION OF EQUIPMENT PRIOR TO BEING WORKED ON</b>	
20. Visual or known evidence of failure? <input type="checkbox"/> YES <input type="checkbox"/> NO 21. Doors are closed and secure? <input type="checkbox"/> YES <input type="checkbox"/> NO 22. Covers are securely in place? <input type="checkbox"/> YES <input type="checkbox"/> NO			



**Revision Log**

Rev Date		Revision Details	Requested By	Completed By
Rev 1	May 20 2018	Original document	Roll out	PB / DR
Rev 2	Feb 13 2019	General review and verbiage update	Electrical group	PB / DR
Rev 3	Oct 1 2019	Add secondary sign off	RLT	PB / DR
Rev 4	Jan 16 2020	Updates to sections 2,12,28 and note 2	Electrical group	PB / DR
Rev 5	July 7 2022	Change “Secondary Sign Off” to “Holdpoint”	Senior Leadership Team	DR