



**SAFETY SERVICES**

## **EXTENSION CORDS**

Even though extension cords are commonly used in several industries, they can present certain hazards if not used correctly. It's important to know how to prevent hazards while using extension cords to ensure safety at the workplace.

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### **EXTENSION CORD SAFETY**

#### **DO:**

- Keep extension cords away from heat, oil, sharp edges or moving parts.
- Keep walkways and working spaces clear of cords to prevent a hazard to employees.
- Ensure extension cords have grounding prong and insulation is in good condition.
- Ensure devices with three-prong plugs are used with three-prong extension cords.
- Tag and replace damaged cords immediately.
- Ensure extension cord is rated for the intended use. *If cord is rated for residential use do not use it in an industrial setting. If working outdoors ensure the cord is rated for outdoor use.*
- Unplug extension cords by pulling on the actual plug and not pulling the cord.
- Ensure plug is completely plugged into an outlet, but don't force it.

#### **DO NOT:**

- Don't use worn or frayed extension cords.
- Don't fasten cord with staples, hang from nails, or suspend by wire.
- Don't use Romex cable as temporary wiring on worksites.
- Don't run extension cords through water, doorways, windows, walls, or ceilings.
- Don't drive over an extension cord or drag it on the ground.
- Don't plug multiple extension cords together (daisy chaining), use one long cord instead.
- Don't use a knockout box on the end of an extension cord.
- Don't carry tools by the extension cord.
- Don't permanently attach or mount extension cords
- Don't use extension cords to power appliances such as fridges, microwaves or space heaters. These should be plugged directly into a wall outlet.