



Pannier Corporation

Health and Safety Handbook

Marking System Group



Assured Equipment Grounding Conductor Program

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Scope

This Assured Equipment Grounding Conductor (AEGC) Plan (Plan) covers all work areas where electrical outlets are not equipped with ground-fault circuit interrupters (GFCIs) and where any employee is exposed to potential electrical hazards from cord sets, receptacles not part of permanent wiring, and equipment connected by cord or plug.

This Plan is in compliance with federal rules for wiring design and protection in general industry workplaces (29 CFR 1910.304(b)(3)).

Authorization

This Plan is authorized by John Visconti.

Policy

Pannier Corporation will ensure the safety of its employees from potential electrical hazards caused by cord sets, receptacles which are not a part of the permanent wiring of the building or structure, and equipment connected by cord and plug which are available for use or used by employees and not equipped with GFCIs.

PLAN ADMINISTRATION

The Health and Safety Team will monitor the ground conductor program during quarterly facility tours.

Plan Review and Update

This Plan will be periodically reviewed and updated when:

- New types of electrical utilization systems or equipment are introduced into the workplace.
- Evaluations of workplace hazards, injuries, and near misses demonstrate that the current Plan is outdated or not effective.
- Regulatory or applicable national consensus standards change that require this Plan to be updated.

DEFINITION

Ground-fault circuit interrupter (GFCI) means a safety device designed to sense electrical leakage to ground and to quickly shut off the circuit to prevent electric shock.

EQUIPMENT USE PROHIBITED

All equipment that is used will have to be grounded and use the 3 prong plug. All outlets found within the building must utilize the 3 prong outlet. Any equipment or outlets that are not properly grounded should not be used and reported to the Safety committee to be corrected.

Electrical supply sources or receptacles found damaged or defective or that fail any of the inspections or tests prescribed by this Plan will not be used until repaired or replaced.

EQUIPMENT INSTALLATION

Personnel authorized and qualified to install receptacles will implement the following procedures when installing grounding conductors:

All 120-volt, single-phase, 15- and 20-ampere receptacles will be of the grounding type and their contacts will be grounded by connection to the equipment grounding conductor of the circuit supply to the receptacle according to the applicable requirements of National Fire Protection Association (NFPA) 70: *National Electrical Code*® (NEC).



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All 120-volt cord sets (extension cords) will have an equipment grounding conductor connected to the grounding contacts of the connector(s) on each end of the cord.

The exposed current-carrying metal parts of cord and plug-connected tools and equipment that are likely to become energized will be grounded according to the applicable requirements of the NEC.

EQUIPMENT VISUAL INSPECTION

The following equipment will be visually inspected before each day's use for external defects (e.g., deformed or missing pins or insulation damage) and for indication of possible internal damage:

- Cord sets
- Attachment caps
- Plug and receptacle of cord sets
- Any equipment connected by cord and plug except cord sets and receptacles that are fixed and not exposed to damage

EQUIPMENT TEST

Continuity Test

Grounding conductors on the following equipment must be tested for continuity and must be electrically continuous:

- All cord sets
- Receptacles that are not a part of the permanent wiring of the building or structure
- All plug-connected equipment required to be grounded

Ground Conductor Test

All cord sets, receptacles that are not a part of the permanent wiring of the building or structure, and all plug-connected equipment required to be grounded must be tested for correct attachment of the equipment-grounding conductor. The equipment-grounding conductor must be connected to its proper terminal.

Test Schedule

All required tests will be performed:

- Before the first use
- Before equipment is returned to service following any repairs
- Before equipment is used after any incident that can be reasonably suspected to have caused damage, such as when a cord set is run over

TRAINING:

All employees or other personnel authorized to repair or replace temporary power supplies or receptacles will be trained and qualified to perform such operations.