

Job Information

Describe the type of circuit or equipment and the job location

Describe the work to be performed

Justify why the circuit or equipment cannot be de-energized or the work deferred until the next scheduled outage

Risk Assessment

Identify the voltage to which workers will be exposed

Determine the limited approach boundary distance

Determine the restricted approach boundary distance

Establish the arc flash boundary distance

Identify the incident energy or arc flash personal protective equipment (PPE) category

Safety Information

Describe the safe work practices to be followed and personal protective equipment (PPE) to be worn (for example, use insulated tools wearing 8 cal rated apparel)

Identify the means employed to restrict the access of unqualified persons to the work area (for example, a barricade)

List issues or hazards discussed during the job briefing

Do both you and the manager agree that the work described above can be done safely?

☐ Yes ☐ No If no, discuss with management.

Signatures

Printed name of person performing work

Signature of person performing work

Date

Printed name of manager (or person requiring the work to be done)

Signature of manager (or person requiring the work to be done)

Date