Electrical Safety

Referenced legislation/standards include:

1. The use of double adapters in a commercial setting (ie. University) is **prohibited**. The practice of connecting power boards to power boards (ie. piggy backing) is dangerous and **must not occur**.

2. In cases where additional power outlets are required, consideration must be given to **installing additional power points** in the relevant areas. Power boards may be used as a last resort providing that they have a built in overload switch and that they carry an Australian Standard Approval stamp. The number of outlets per power board shall **not exceed 4**.

   Where power boards are being used, consideration must be given to ensure that the circuit within the room/pace is **not at risk of being overloaded**.

3. Any work which involves contact with hard wired equipment and wiring (ie. power points) must **only** be carried out be a qualified electrician.

4. All equipment connected to a general purpose outlet used within or belonging to the University must be inspected, tested and tagged in accordance with RMIT’s OH&S Guideline on the “**In service safety inspection and testing of electrical equipment**” (based on AS/NZS 3760). This includes the testing of all new equipment prior to use. Typical equipment that requires testing includes:

   - power tools
   - portable lighting
   - pedestal fans
   - heaters
   - extension cords
   - computer power cables
   - TV’s & video’s
   - staff owned electrical equipment
   - photocopiers
   - isolation transformers
   - portable RCD’s
   - portable outlet devices
   - microscopes
   - battery chargers

   *A copy of the guideline can be obtained by contacting the Health & Safety Unit of People Services on ext. 54049.*

5. Extension cords should only be used for portable appliances and as **temporary** fixtures to a fixed appliance where a socket-outlet cannot be immediately installed.

6. Further information and advice relating to electrical safety at RMIT can be obtained from the University Electrical Engineer on ext. 52059 or from the Health & Safety Unit, People Services on ext. 54049 or 54611.