

Electrical Safety Policy

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Description	This document outlines the Griffith University policy for ensuring electrical safety within the workplace.

Related documents

[Construction Work Policy](#)

[Electrical Safety Procedure](#)

[Health and Safety Policy](#)

[Risk Management Framework](#)

External documents

[Australian Standards pertaining to Electrical Infrastructure Management](#)

[Codes of Practice for Electrical Work](#)

[Electrical Safety Act 2002](#)

[Electrical Safety Regulation 2013](#)

[\[Introduction\]](#) [\[Policy Statement\]](#) [\[Policy Objectives\]](#) [\[Responsibilities\]](#) [\[Delegated Authorities\]](#) [\[Monitoring and Reporting\]](#)

1. INTRODUCTION

The University has an obligation to ensure people's health and safety while at work, an important component of which is electrical safety.

The University has procedures to address electrical risk management requirements to align with this Policy.

This policy ensures a consistent approach to electrical risk management is adopted within the University.

2. POLICY STATEMENT

This policy applies to all employees, contractors or subcontractor, employees of a contractor or subcontractor, employees of labour hire companies assigned to work in the University or undertaking, outworkers, apprentices or trainees, work experience students and volunteers who may come into contact with electricity and electrical equipment.

Managing electrical work is an integral part of risk management and work health and safety strategies, and requires compliance with all legislative and Australian Standard requirements pertaining to maintaining an electrically safe work place.

3. POLICY OBJECTIVES

The objectives of this policy are to ensure that all Elements within the University:

- conduct electrical work in a way that is electrically safe,
- ensure all electrical equipment used is electrically safe,
- ensure the electrical safety of all people and property likely to be affected when performing electrical work,
- ensure all electrical safety training and competency requirements are met by people performing work (whether or not electrical work) involving contact with, or being near to, exposed parts, to ensure people performing the work are electrically safe, and
- ensure full compliance with legislation including the Electrical Safety Act 2002, Electrical Safety Regulation 2013 and associated Electrical Codes of Practice and applicable Australian Standards.

These objectives will be achieved by following the Electrical Safety procedures developed to mitigate electrical safety risks to so far as reasonably practicable.

4. RESPONSIBILITIES

Vice Chancellor, Deputy Vice Chancellors, Pro Vice Chancellors, Deans, Heads of Element are responsible for the implementation of this electrical safety policy and the associated electrical safety procedures applicable to each element's electrical risk exposure.

All managers and staff are responsible for management of electrical risk relevant to their areas of responsibility.

5. DELEGATED AUTHORITIES

Under the Griffith University Work Health and Safety Accountabilities and the Risk Management Accountabilities and Requirements for Health and Safety Risk Registers, all Senior officers and managers are required to create a work environment which is free from electrical risk. Therefore each element is required to identify electrical risks, develop appropriate control measures which mitigate the risk to so far as is reasonably practicable, by providing information training and instruction to workers in the agreed control measures. Control measures are to be reviewed, at least annually, to ensure that they are being applied robustly and they are meeting electrical safety legislative and Griffith University requirements.

All workers are required to act in an electrically safe way and report immediately to their supervisor potential electrical hazards/risks, this includes stopping work until the perceived electrical hazard is controlled, reviewed, evaluated and new or original control measures are fully implemented.

6. MONITORING AND REPORTING

Campus Life, in consultation with the Elements, will sample the level of compliance to this Policy.

Campus Life will provide an electrical safety compliance report to the University's Health and Safety Committee.