



Extend Safe Practices to Include Extension Cords

Extension cords are commonly used both at work and at home. But defective, worn or damaged extension cords can result in equipment damage, fires, injury and even death. The following tips will help ensure a safer workplace when extension cords are used.

- Extension cords should never be used in place of permanent wiring.
- Use only UL-listed extension cords.
- Make sure all new or repaired extension cords are tested before being used.
- Make a visual inspection of extension cords before each use. Remove from service any cords that have damaged attachment plugs, or cracked or worn insulation.
- Only grounding-type extension cord sets should be used. Discard any cord that has the grounding prong missing or cut off.
- Never overload an extension cord electrically. If the cord is warm or hot to the touch, have a qualified person check the cord and the appliance being used.
- If cords must cross vehicle or personnel passageways, they should be protected against physical damage and moisture, and identified with appropriate warnings. Never use an extension cord in a place where it must pass through an exit doorway, hazardous storage area, fire barrier or standing water.
- If extension cords are fabricated, only qualified electricians should do the work.
- Never connect or disconnect an extension cord until all electrical load has been removed from the extension cord receptacle end.

When not in use, extension cords should be disconnected and neatly stored in an area where they will not be exposed to moisture or excessive hot or cold temperatures.

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