



LOCK OUT/TAG OUT PROCEDURE FOR TEMPORARY ELECTRICAL UTILITY RELEASES

PURPOSE

This policy is to identify additional procedures required to be performed by the electrical contractor/master in an effort to ensure the safety of personnel at the job site.

BACKGROUND

The Construction Code allows the Building Official to authorize temporary connection to power or equipment with proper permits. Our practice has been to allow the use of power through a Temporary Cut-In (TCI) permit with an inspection.

PROCEDURE

Prior to the release of electrical utilities and the final inspection; one of the following three options will be required at inspection to reduce the hazards.

OPTION 1:

- Electrical energy is capable of being locked in the open position
- Other than when terminated on the device or the equipment, circuits shall not be terminated on over-current devices or to a source of energy.
- Meter base, main panel, sub-panels and feeders shall all be installed.
- Panel cover on, no open holes or slots.

OPTION 2:

- Circuits shall not be energized unless all devices have been terminated or all circuits have been capped off and blank plates are installed to enclose conductors.

OPTION 3:

- Final inspection, job is complete all devices, appliances, and equipment installed.

VIOLATIONS

Deviation from this procedure may disqualify the electrician or builder from future Temporary Utility Releases.