

Volunteering - Keeping Safe Electrical equipment

Potential harms

- Damaged or faulty electrical equipment and/or sockets being used causing fire or electric shock resulting in significant injury or death

Best practice and controls

Before using any piece of electrical equipment, you should undertake a basic visual check on sockets, cable, and equipment casing to ensure there is no obvious damage or fault. You should check for:

- Signs of overheating or corrosion e.g. discolouration or distortion to the cable, plug or equipment casing
- Kinking, crushing, or trapping of cable or coiling of long lengths of cable
- Exposed inner wires or loose plug
- Securing screws and back plates suitably tight on the plug
- Equipment casing damage
- Damaged or defective switches

Report any fault or damage immediately to the relevant person and remove the item from use and identify as faulty to prevent use by any other person. If it is your equipment, ensure it is appropriately repaired or disposed of.

If the item is provided by Guide Dogs or on one of our sites, report it to your Guide Dogs manager or facilities team.

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