

6 Point Compliance Checklist

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6 POINT COMPLIANCE CHECKLIST

1. Maintain an updated NFPA 70E safety plan

110.1 Electrical Safety Program. (A) General. The employer shall implement and document an overall electrical safety program that directs activity appropriate to the risk associated with electrical hazards. The electrical safety program shall be implemented as part of the employer's overall occupational health and safety management system, when one exists. **(C) Condition of Maintenance.** The electrical safety program shall include elements that consider condition of maintenance of electrical equipment and systems. (NFPA 70E 2018)

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2. Train and qualify employees in NFPA 70E compliance

105.3 Responsibility. The employer shall have the following responsibilities: 1) Establish, document, and implement the safety-related work practices and procedures required by this standard. 2) Provide employees with training in the employer's safety-related work practices and procedures. **110.2 Training Requirements. (A) Electrical Safety Training. (1) Qualified Person.** A qualified person shall be trained and knowledgeable in the construction and operation of equipment or a specific work method and be trained to identify and avoid the electrical hazards that might be present with respect to that equipment or work method. **(3) Retraining.** Retraining in safety-related work practices and applicable changes in this standard shall be performed at intervals not to exceed three years. **(5) Electrical Safety Training Documentation.** The employer shall document that each employee has received the training required by 110.2(A). This documentation shall be in accordance with the following: 1) Be made when the employee demonstrates proficiency in the work practices involved. 2) Be retrained for the duration of the employee's employment. 3) Contain the content of the training, each employee's name and dates of training. (NFPA 70E 2018)

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3. Generate, update and post a single-line diagram

120.5 Process for Establishing and Verifying an Electrically Safe Work Condition. Establishing and verifying an electrically safe work condition shall include all of the following steps, which shall be performed in the order presented, if feasible: 1) Determine all possible sources of electrical supply to the specific equipment. Check applicable up-to-date drawings, diagrams, and identification tags. Steps 2) through 7) (Refer to Article 120.5 Section 1 - 7 in the NFPA 70E 2018 Standard). **205.2 Single-Line Diagram.** A single-line diagram, where provided for the electrical system, shall be maintained in a legible condition and shall be kept current. (NFPA 70E 2018)

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4. Perform an Arc Flash Risk Assessment then apply Arc Flash labels

130.5 Arc Flash Risk Assessment . (A) General. An arc flash risk assessment shall be performed 1) To identify arc flash hazards. 2) To estimate the likelihood of occurrence of injury or damage to health and the potential severity of injury or damage to health. 3) To determine if additional protective measures are required, including the use of PPE. **(B) Estimate of Likelihood and Severity.** The estimate of the likelihood of occurrence of injury or damage to health and the potential severity of injury or damage to health shall take into consideration the following: 1) The design of the electrical equipment, including its overcurrent protective device and its operating time. 2) The electrical equipment operating condition and condition of maintenance. **(C) Additional Protective Measures.** If additional protective measures are required they shall be selected and implemented according to the hierarchy of risk control identified in 110.1(H). When the additional protective measures include the use of PPE, the following shall be determined: 1) Appropriate safety-related work practices. 2) The arc flash boundary. 3) The PPE to be used within the arc flash boundary. **(D) Documentation.** The results of the arc flash risk assessment shall be documented. **(H) Equipment Labeling.** Electrical equipment such as switchboards, panelboards, industrial control panels, meter socket enclosures and motor control centers that are in other than dwelling units and that are likely to require examination, adjustment, servicing, or maintenance while energized shall be marked with a label containing all the following information: 1) Nominal system voltage. 2) Arc flash boundary. 3) At least one of the following: a. Available incident energy and the corresponding working distance or the arc flash PPE category in Table 130.7(C)(15)(a) or Table 130.7(C)(15)(b) for the equipment, but not both. b. Minimum arc rating of clothing. c. Site-specific level of PPE. The method of calculating and the data to support the information for the label shall be documented. The data shall be reviewed for accuracy at intervals not to exceed 5 years. Where the review of the data identifies a change that renders the label inaccurate, the label shall be updated. The owner of the electrical equipment shall be responsible for the documentation, installation and maintenance of the marked label. (NFPA 70E 2018)

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5. Provide employees with Personal Protective Equipment (PPE)

130.7 (C) Personal Protective Equipment (PPE). (1) General. When an employee is working within the restricted approach boundary, the worker shall wear PPE in accordance with 130.4. When an employee is working within the arc flash boundary, he or she shall wear protective clothing and other PPE in accordance with 130.5. All parts of the body inside the arc flash boundary shall be protected. (NFPA 70E 2018)

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6. Electrical Predictive and Preventive Maintenance per NFPA 70B

205.3 General Maintenance Requirements. Electrical equipment shall be maintained in accordance with manufacturers' instructions or industry consensus standards to reduce the risk associated with failure. The equipment owner or the owner's designated representative shall be responsible for maintenance of the electrical equipment and documentation. **205.4 Overcurrent Protective Devices.** Overcurrent protective devices shall be maintained in accordance with the manufacturers' instructions or industry consensus standards. Maintenance, tests, and inspections shall be documented. (NFPA 70E 2018)

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