



Electrical Safety Audit Checklist

WORK READY ESSENTIALS- Equipping Workers for Success

ELECTRICAL SAFETY AUDIT CHECKLIST

Ensuring Compliance and Worker Protection

Project/Site: _____ Date: _____
Auditor: _____ Supervisor: _____
Location: _____ Weather: _____

PRE-WORK INSPECTION

- All electrical work permits obtained and posted
- Lockout/Tagout (LOTO) procedures verified and implemented
- Electrical panels and equipment properly labeled
- Work area cleared of non-essential personnel
- Appropriate PPE available and in good condition
- Emergency contact numbers posted and accessible
- First aid kit and AED located and accessible

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Insulated gloves rated for voltage present
- Safety glasses with side shields
- Hard hat with electrical rating (Class E or G)
- Arc-rated clothing appropriate for hazard level
- Insulated footwear with electrical hazard rating
- Face shield for arc flash protection (if required)
- Hearing protection (if applicable)

TOOLS AND EQUIPMENT

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- All tools properly insulated and rated for voltage
- Extension cords inspected for damage
- GFCI protection in place for temporary power
- Test equipment calibrated and functioning
- Ladder inspection completed (if applicable)
- Voltage detectors tested before use
- Insulation blankets available and undamaged

WORK ENVIRONMENT

- Adequate lighting for electrical work
- Work area dry and free from standing water
- Proper ventilation in enclosed spaces
- Safe access and egress routes maintained
- Warning signs and barriers properly placed
- Combustible materials removed from work area
- Emergency shutdown procedures clearly defined

ELECTRICAL SYSTEMS

- Circuit breakers and fuses properly sized
- Electrical panels accessible (3-foot clearance minimum)
- Grounding and bonding systems intact
- No exposed energized parts
- Proper wire management and support
- Junction boxes covered and secured
- Equipment properly grounded

COMPLIANCE VERIFICATION

- Work complies with NEC (National Electrical Code)
- OSHA 1926 Subpart K requirements met
- Local electrical code requirements satisfied
- Company safety procedures followed

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- Arc flash analysis current (if required)
- Electrical drawings and specifications available

EMERGENCY PREPAREDNESS

- Emergency response plan reviewed with crew
- Location of main electrical disconnect known
- Fire extinguisher (Class C) readily available
- Emergency contact numbers current
- Incident reporting procedures understood
- Rescue procedures for electrical contact reviewed

HAZARD IDENTIFICATION

Check all that apply:

- Arc flash hazard present
- Shock hazard present
- Confined space entry required
- Work at height required
- Overhead power lines present
- Underground utilities present
- Wet conditions

Hazard Level: Low Medium High

Required PPE Category: _____

ACTION ITEMS IDENTIFIED

1. _____
2. _____
3. _____
4. _____
5. _____

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Immediate Actions Required: Yes No

Work May Proceed: Yes No

SIGNATURES

Electrical Supervisor: _____ Date: _____

Safety Representative: _____ Date: _____

Site Supervisor: _____ Date: _____

FOLLOW-UP ACTIONS

Re-inspection Required: Yes No Date: _____

Training Required: Yes No Type: _____

Equipment Replacement: Yes No Item: _____

Notes/Comments:

This checklist ensures compliance with OSHA regulations and industry best practices. For questions or additional safety resources, contact Work Ready Essentials.