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| SLAC_Logo_hires_small  Environment, Safety & Health Division | Chapter 8: [Electrical Safety](https://www-group.slac.stanford.edu/esh/hazardous_activities/electrical/)    Product ID: [249](https://www-internal.slac.stanford.edu/esh/docreview/reports/revisions.asp?ProductID=249) | Revision ID: 2312 | Date Published: 15 June 2021 | Date Effective: 15 June 2021  URL: <https://www-group.slac.stanford.edu/esh/eshmanual/references/electricalFormEWP.pdf> | [docx](https://www-group.slac.stanford.edu/esh/eshmanual/references/electricalFormEWP.docx) |

All electrical work at SLAC requires the prior completion of an electrical work plan (EWP) or equivalent work planning and control (WPC) documentation. For certain energized work, an [energized electrical work permit (EEWP)](https://www-group.slac.stanford.edu/esh/eshmanual/references/electricalFormEEWP.pdf) is also required. (See [Chapter 8, “Electrical Safety”,](https://www-group.slac.stanford.edu/esh/hazardous_activities/electrical/) Section 10.3.)

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| --- | --- | --- | --- |
| Job / activity: | | Start date: | Valid through:  (1 year max) |
| Prepared by (print): | Signature: | | Date: |
| Person in charge (print): | Signature: | | Date: |
| Other reviewer (print): | Signature: | | Date: |
| Scope of work summary: | | | |

# Hazard Analysis *(add rows as needed)*

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| **Step or Task** | **Step or Task Description** | **Hazard** (include shock and arc flash hazard information from the hazard label affixed to the equipment or from the electrical analysis engineer) | **Control** (include electrical safety PPE based on the electrical hazard information) |
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# Authorization

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| Authorizer (administrative or functional supervisor, foreman, POC). I have reviewed the steps, hazards and controls described in this EWP. Workers are qualified (that is, licensed or certified, as appropriate, and in full compliance with SLAC training requirements) to perform this activity. | | |
| Name (print): | Signature: | Date: |

# Release

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| --- | --- | --- |
| Area or building manager  Red work?  Yes. Document release via WIP and tailgate meeting.  No. I have communicated unique area hazards, boundary conditions, and so on with the authorizer or listed worker(s) and have coordinated this job with affected occupants. Listed workers are released to perform described scope of work. | | |
| List boundary conditions, notes, etc: | | |
| Name (print): | Signature: | Date: |

# Worker Acknowledgement *(add rows as needed)*

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| --- | --- | --- |
| Worker. I understand and will adhere to the steps, hazards, and controls in this EWP. I understand that performing steps out of sequence may pose hazards that have not been evaluated nor authorized. I will contact the person who authorized my work before continuing if the scope of work changes or new hazards are introduced. I understand my stop work authority and responsibility. | | |
| Name (print) | Signature | Date |
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# Electrical Work Procedure *(optional: insert or attach procedure(s), LOTO energy isolation plan(s) and associated drawings/sketches below)*

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