

3.8 Electrical Safety Policy

Approved by board 26th May, 2011 and to be reviewed June 2012



This policy is in four sections:

1. Policy statement
2. Policy principles and guidelines
3. Responsibilities, procedures and resources
4. Monitoring and review

1 Policy Statement

The Original Eumundi Markets (OEM) will provide a safe suitable environment for all visitors to the markets including stall holders their customers and staff. In order to ensure **electrical safety**, all OEM stall holders will abide by the following policy statements and procedures regarding electrical safety.

2 Policy principles and guidelines

2.1 Statement of OEM rules and procedures regarding Electrical Safety

- I) All electrical equipment shall be maintained in good condition at all times.
- II) Test intervals may be required by OEM between 3, 6 and 12 months depending on the equipment. If testing and tagging is required this shall be performed by a competent person. Tags shall be affixed on the electrical cord within 150mm of the plug, and a record kept.
- III) Piggy-back plugs and double adaptors are prohibited. Only power boards provided with an overload cut-out switch are to be used. When replacing or repairing electrical cords, clear plugs are preferable to opaque plugs.
- IV) Risk assessments shall be undertaken where interpretation of regulations or policy is required.
- V) A durable non-metallic tag will be fitted to compliant equipment, or the tag will be fitted to the cable where the cable is fixed to the equipment. The tag will show the tester's name and the date of test.
- VI) All equipment must be inspected, tested and tagged before introduced for use.
- VII) Any electrical equipment that has not been tested and tagged will be immediately withdrawn from use

3 Responsibilities, Procedures and Resources

Compliance of this policy will be monitored and reviewed by the General Manager, Eumundi Markets on behalf of the Board of the Original Eumundi Markets

All Eumundi Markets stall holders will be made responsible via their terms and conditions as a stall holder. Termination of stall holder contracts will result from non-compliance.

4 Monitoring and Review

The Board of the Original Eumundi Markets is responsible for reporting to the company owner the EHA, regarding the compliance of this policy on an annual basis as part of the Annual General Report. This policy is to be reviewed by the Board of the Original Eumundi Markets every two calendar years or earlier if circumstances change.