

Extension Cord Safety

While the use of extension cords is commonplace, employees should still exercise caution when using them in the workplace. That means only using cords in good condition and following recommended guidelines.

Please keep in mind that *extension cords are for temporary use only* and should not substitute permanent wiring under any circumstance.



Extension Cord DOs and DON'Ts

- DO inspect extension cords for damage
- DO check the wattage rating on the appliance or tool the extension cord will be used with
- DO make sure all equipment and extension cords bear the mark of an independent testing laboratory such as UL
- DO insert the plug on an extension cord fully in the outlet
- DO replace an outlet if a plug is too loose
- DO match up the plug and extension cord on a polarized cord
- DO keep extension cords away from water
- DO keep extension cords away from children and animals
- DO pull on the plug, not the cord when removing an extension cord from the outlet.
- DO store extension cords indoors.
- DO unplug extension cords when not in use.
- DO keep slack in flexible extension cords
- DON'T use an extension cord outdoors if marked for indoor use
- DON'T plug one extension cord into another
- DON'T overload cords with more than the proper electrical load
- DON'T run extension cords through doorways, holes in ceilings, walls, or doors
- DON'T move, bend, or modify any of the metal parts of the extension cord plug
- DON'T plug a three-prong into a two-hole extension cord
- DON'T force a plug into an outlet
- DON'T use an extension cord when it is wet
- DON'T overheat an extension cord
- DON'T drive over an extension cord
- DON'T drag an extension cord
- DON'T attach extension cords to the wall with nails or staples
- DON'T run extension cords under rugs or carpets or in high foot traffic areas.

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