

# PROCEDURE

## OCCUPATIONAL HEALTH AND SAFETY - BOARDING ELECTRICAL EQUIPMENT



### ELECTRICAL APPLIANCES IN BOARDING

#### Due to Fire Safety Requirements

The following electrical appliances **are not permitted** in a boarder's personal area:

- Fan heaters and Bar heaters
- Pedestal fans
- Cooking and toasting equipment
- Electrical equipment that have had any modifications
- Appliances not in the original condition
- Electric/Gas Heaters (fan and bar)
- Electric Blankets

Limited cooking appliances are supplied in common rooms i.e. kettle, microwave, and toasters.

- **Double adaptors are not permitted to be used by boarders in the boarding houses.** The use of a power board installed with an overload switch is a safer alternative, and is permitted.
- If a fan for cooling is required it must be a **box fan**.

### TESTING AND TAGGING OF ELECTRICAL APPLIANCES

- All electrical equipment in the Boarding houses must be tested and tagged. That is, it must pass an electrical test to ensure that it is in good working condition. This not only includes College equipment but also that of the boarders within the College.
- The College will provide this testing and tagging service at the commencement of each year.
- Boarders must ensure any items brought into the School during the year are new and will be registered by Maintenance for testing and tagging at the commencement of the following year.

Note: Electrical equipment to be tested includes any appliance that plugs into a 240v outlet including extension leads and power boards.