

What are the hazards and how might they harm?



Burns from contact with hot surfaces



Electric shock from faulty equipment



Lacerations or cuts from contact with broken bulbs



Falls from height



Back and muscle strain from overreaching

What other precautions should be taken?



Use a dust pan and brush to clean up broken glass

Changing lightbulbs

Safety Task Card **STCGE 35**

Safe System of Work

1. Ensure the fixture is de-energized:
 - For lamps remove the socket from the mains supply.
 - For light fixtures where there is one simple on and off switch, over which you have visibility and control turn the light off.
 - For other light fixtures remove the fuse from fuse board or turn the fuse off and have a second person stay at the fuse board to ensure it stays off for the duration.
2. Do not overreach when removing or replacing the lightbulb.
3. Do not stand on furniture but use a stepladder (less than 0.8m high) to reach higher levels. Refer to STCGE 10 and only use a step stool or stepladder if you have been trained to do so.
4. Where the task requires use of a step stool or ladder with a height of 0.8m or above, do not continue with the task and refer to your manager.
5. Alternatively use an extended light bulb changing pole.
6. If the bulb has been on, allow it to cool for a few moments.
7. Handle bulbs with care and do not exert unnecessary pressure.
8. Do not over tighten screw cap bulbs.
9. Wrap the old lightbulb in the new bulb's packaging or in other suitable material before disposing of it.
10. Use a dustpan and brush to clean up breakages.

If you have any concerns, stop and speak with your line manager

