

# Toolbox Talk

## 55. Portable Appliances



### What?

- Portable equipment is a term used for movable equipment in the work place and includes such things as Power tools, Grinders, Hand lamps and Floor cleaners etc
- Extension leads, plugs and sockets, and cord sets that supply portable equipment, are also classed as portable equipment because they operate in the same environment and are subject to the same use as the equipment they supply

### Why?

- Nearly a quarter of all reported electrical accidents involve the use of portable equipment and the majority of these result in electric shock, which has the potential to cause fatal injury
- Portable appliances are required to be formally inspected at regular intervals depending on the conditions in which they are used. These inspections normally include check on damage to plugs, correct termination of conductors, reverse polarity on primary conductors, loose terminals, flex anchorage and effective glanding etc
- Formal visual inspection should be carried out by a competent person and a detailed report kept of the results and any subsequent action. Users should also check equipment

### Do



- ✓ Visually check portable equipment each time it is used
- ✓ Look out for the label which confirms the last formal inspection
- ✓ Present portable equipment you may have for inspection
- ✓ Immediately report any defects you find



### Don't



- ✗ Interfere with portable equipment
- ✗ Use defective or damaged items
- ✗ Change components unless trained
- ✗ Hide portable equipment when it is due for inspection
- ✗ Operate portable equipment if you are not sure how it works



Document Name	TBT 55 Portable Appliances	Document No	FM/HS/TBT/057
Document Owner	Stuart Care	Date of Issue	13/01/2017
Classification	Internal Use	Version No	01