

Safety Guidelines and Laboratory or Workshop Practices

- Prior to working in a lab, all students are required to participate in a safety briefing given by faculty/staff who regularly work in the lab.
- Prior to performing any work in the lab, students are required to be trained on safe procedures to follow while conducting experiments and operating equipment in the lab.
- All students are required to complete and sign a general Assumption of Risk, Release, and Indemnity Agreement form.
- Undergraduates and Graduates are prohibited from working alone and unsupervised in laboratories outside regular hours 7:45 am – 4:30 pm, and on weekends and holidays.
- In case of a fire, immediately leave the laboratory/ workshop and pull the closest fire alarm. Do not use the elevators. Call (808) 956-6911 from a safe place outside the building.
- In case of an accident, call (808) 956-6911 or have someone call and provide the following information: your name, location, nature of emergency.
- Smoking, eating, and drinking are prohibited in laboratories/ workshops.

Safety is an integral and important part of your education, your work, and your life!

Periodic, unannounced laboratory/workshop inspections will be conducted. If any student is caught working alone outside regular hours, that laboratory/workshop will be closed to any work in which there is not a designated instructor in the laboratory/workshop for two months.

Department of Electrical and Computer Engineering

Contact Information for Laboratory Teaching Assistants

Rev. 1/9/2023

General Responsibility	Name	Email	Phone	Office
<ul style="list-style-type: none">• Emergency: Medical, Police, Fire	Honolulu Emergency Dispatch	SMS: 911	911	n/a
<ul style="list-style-type: none">• Campus Public Safety• Assist HPD, HFD, EMS during emergency	UHM Campus Public Safety Dispatch	uhcs@hawaii.edu	(808) 956-6911	n/a
<ul style="list-style-type: none">• Lab Equipment• Electronic Parts• Lab Safety	Max Lin	maxlin@hawaii.edu	(808) 956-8359	HOLM 457
<ul style="list-style-type: none">• Software• Computer Network	June Akers	jakers@hawaii.edu	(808) 956-9738	HOLM 452
<ul style="list-style-type: none">• Office Supplies• General Questions	Ling Ma	eeoffice@hawaii.edu	(808) 956-7586	HOLM 483
<ul style="list-style-type: none">• Lab Safety	Kory Kurokawa	kory.kurokawa@hawaii.edu	(808) 956-4266	POST 28
<ul style="list-style-type: none">• Departmental and University Policy	Dr. Wayne Shiroma	wayne.shiroma@hawaii.edu	(808) 956-7586	HOLM 483

GENERAL LABORATORY RULES AND PRECAUTIONS FOR ELECTRICAL SAFETY

Department of Electrical and Computer Engineering

The following general rules and precautions are to be observed at all times in the laboratory. These rules are for the benefit of the experimenter as well as those around him/her. Additional rules and precautions may apply to a particular laboratory.

1. There must be at least two (2) people in the laboratory while working on live circuits or chemical processing.
2. Shoes must be worn at all times.
3. Remove all loose conductive jewelry and trinkets, including rings, which may come in contact with exposed circuits. (Do not wear long loose ties, scarves, or other loose clothing around machines.)
4. Consider all circuits to be "hot" unless proven otherwise.
5. When making measurements, form the habit of using only one hand at a time. No part of a live circuit should be touched by the bare hand.
6. Keep the body, or any part of it, out of the circuit. Where interconnecting wires and cables are involved, they should be arranged so people will not trip over them.
7. Be as neat as possible. Keep the work area and workbench clear of items not used in the experiment.
8. Always check to see that the power switch is OFF before plugging into the outlet. Also, turn instrument or equipment OFF before unplugging from the outlet.
9. When unplugging a power cord, pull on the plug, not on the cable.
10. When disassembling a circuit, first remove the source of power.
11. "Cheater" cords and 3-to-2 prong adapters are prohibited unless an adequate separate ground lead is provided, the equipment or device is double insulated, or the laboratory ground return is known to be floating.
12. No ungrounded electrical or electronic apparatus is to be used in the laboratory unless it is double insulated or battery operated.
13. Keep fluids, chemicals, and heat away from instruments and circuits.
14. Report any damages to equipment, hazards, and potential hazards to the laboratory instructor.
15. If in doubt about electrical safety, see the laboratory instructor. Regarding specific equipment, consult the instruction manual provided by the manufacturer of the equipment. Information regarding safe use and possible hazards should be studied carefully.

Electrical safety

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Safety is important whenever you use electrical equipment — whether in the classroom, in the laboratory, or in the home. In this article we look at some basic safety considerations, particularly as they relate to the safe use of measurement equipment. The accompanying sidebar on Third-party safety certification explains why safety certification should be an important consideration when choosing electrical equipment.

Safety is everyone's responsibility. Nowhere is this truer than when using electricity.

Using electricity is like swimming, in that novices and experts can both enjoy its benefits provided they follow the rules at all times. None of us can fully depend on others to provide a safe working or playing environment. You have more control than anyone else over your activities and the caution you use when participating in those activities.

Practice safety

Tektronix encourages you to learn and follow these general precautions, and to read and follow instructions specific to circuits or equipment you work with.

- Never work alone.
- Learn first aid, especially cardiopulmonary resuscitation (CPR), for electrical accident victims.
- Except when absolutely necessary, turn off power or disconnect power source before working on electrical or electronic circuits. Consider all wires and terminals to be live until proven otherwise by a safe test method.
- Be sure your test equipment is operating properly before using it.
- Do not work on electronic circuits or equipment while standing on a wet floor, or when touching plumbing or metal objects that may provide a hazardous earth-ground path.
- Remove metal jewelry, watches, rings, chains, etc., before working on electrical circuits or equipment.
- Whenever possible, make current and voltage measurements with one hand in your pocket or behind you.
- Resist the temptation to throw a switch "to see what happens."

- Turn off power and unplug equipment before checking or replacing the fuses. Locate and correct the cause of a blown fuse or tripped circuit breaker before replacing the fuse or resetting the breaker.
- Replace defective cords and plugs. Form a habit of inspecting for defects such as frayed wires, loose connections, and cracked insulation.
- Always check the electrical ratings of equipment you use, and be sure you use that equipment within its ratings.
- In general, treat all circuits as if high-voltage or high current is present.

Safety measures

A primary safety measure is grounding the equipment chassis through a wire in the power cord. This practice is variously referred to as "green-wire ground" (because of the color of the insulation on the chassis ground wire) or "third-wire ground" (because a ground wire is a third wire).

If an internal electrical fault should somehow apply a dangerous voltage to the chassis of an instrument with a grounded chassis, the chassis ground wire would safely conduct the fault current to ground. In the process, the current might trip a circuit breaker or blow a fuse, which would alert the user that the instrument has a problem. But the main reason for the ground wire is to provide a path for any fault current. No fault current will then flow through the user if he/she touches the chassis.




For the reasons just explained, do not cut off the ground terminals of power cords in order to make "floating measurements" — doing so defeats ground protection. (Floating measurements are referenced to a voltage other than ground potential.) Use safety-approved equipment or procedures for such measurements.

The market offers various products, such as the Tektronix A6901 Ground Isolation Monitor and the A6902B Voltage Isolator, that permit floating measurements.


One technique of making floating measurements is to use a buffer to isolate the device being tested from the measurement portion of the test instrument. The Tektronix A6902B Voltage Isolator uses this buffer technique, which extends the range of the test instrument to 3000 volts (DC + peak AC) or 500 volts (DC + peak AC), depending upon the type of probe used.

Another way of making floating measurements is to isolate the power supply of the test instrument from the AC powerline ground reference. The Tektronix A6901 Ground Isolation Monitor uses this method, which allows an instrument's chassis to float up to ± 40 volts (28 volts rms) from ground.

Safety symbols as marked on Equipment

-  DANGER — high voltage.
-  Protective ground (earth) terminal.
-  ATTENTION — see operator's manual.

Safety symbols in manuals

-  ATTENTION — This symbol indicates the location of applicable cautionary or other information in Tektronix operator's and service manuals.

What is electric shock?

According to Stedman's Medical Dictionary, electric shock is "a sudden violent impression caused by the passage of a current of electricity through any part of the body." This says nothing about the magnitude of that current.

The human body is electrically controlled; that is, it operates in response to its own minute electrical signals. Different persons have different resistances and sensitivities to electricity.

We recognize that electric shock is voltage dependent. One does not expect to get a shock from a battery or other low-voltage source. Sources below 30 volts are usually no problem. When voltages above 30 volts are present, precautions to prevent electric shock are appropriate. We must guard against any shock that could be fatal itself, or cause a severe reaction. We even want to prevent perception of the current.

The threshold of current perception is about 0.5 milliamps for 99.9% of the population, according to Charles F. Dalziel.¹ In other words, 999 persons out of a thousand will perceive a current of 0.5 milliamps; one will not.

Cord-connected appliances and equipment usually comply with this 0.5 milliamps leakage current limit. Some industrial equipment may exceed this value. Equipment with greater leakage current is usually marked "Warning — the protective grounding conductor provides protection from electric shock; this equipment must be earth grounded for adequate protection."

The "let-go current" is the maximum current a person can tolerate and still release the conductor by using the muscles directly stimulated by the current¹ — the average is 9 milliamps for men and 6 milliamps for women. The "conductor" is the source of current that the person has grasped.

"Further increase in current up to values that are not well-defined but thought to be on the order of 100 milliamps may cause a fibrillation of the heart." according to K. S. Geiges.² He specifies five important parameters, as follows:

Lowest resistance of the body

Wet skin, outdoors	500 ohms
Dry skin, indoors	1500 ohms
Let-go current for adults	6 to 20 milliamps, AC, depending upon the person

Safe current for adults

AC (rms)	5 milliamps at 30 volts
DC	5 milliamps at 20 volts

"Current caused by ordinary household voltage (120 V, North America; and 240 V, Europe) will be 240 milliamps (120 V/500 ohms) and 480 milliamps (240 V/500 ohms), showing that lethal shock can occur in the home."² Or, we add, in any place where standard electricity is available.

Fuses and circuit breakers will open the circuit under fault conditions. The time it takes these protective devices to open is rather long compared to body reaction times and, as a result, electric shock can result. Ground Fault Interrupters (GFI) are devices that sense current in the hot and neutral AC power lines. If currents are unequal, the difference must be a ground current, which causes the GFI to open the circuit. A GFI can be used to prevent severe electric shock when line current is diverted into a fault. With a GFI installed in the power circuit, a reaction will occur but fibrillation should not result.

"Currents above those possible from ordinary household voltage across a body impedance of 500 ohms (usually in the ampere range) can affect the nerve centers, causing paralysis. The most common effect of paralysis is respiratory failure. (Power linemen are subject to this.) Such current passing through the body causes hemorrhages and burns."²

Summary of electric shock effects¹

Following is a summary of the effects of electrical shock. Also refer to Figure 1.

- Currents above the reaction-current level may cause involuntary movement and trigger a serious accident.
- If long continued, currents in excess of the "let-go current" passing through the chest may produce collapse, unconsciousness, asphyxia, and death.
- An alternating current as small as 20 microamps may produce ventricular fibrillation if injected directly into the human heart.
- Currents in the order of milliamperes flowing through nerve centers controlling breathing may produce respiratory inhibition that may last for a considerable period, even after interruption of the current.
- Cardiac arrest may be caused by relatively low currents flowing in the region of the heart.
- Current in the order of amperes may produce fatal damage to the central nervous system.

- Electric currents may produce deep burns, and currents sufficient to substantially raise body temperature produce immediate death.
- Delayed death may result from serious burns or other complications resulting from severe electrical shock.
- Capacitor discharges in excess of 20 joules (watt-seconds) are likely to be hazardous.³

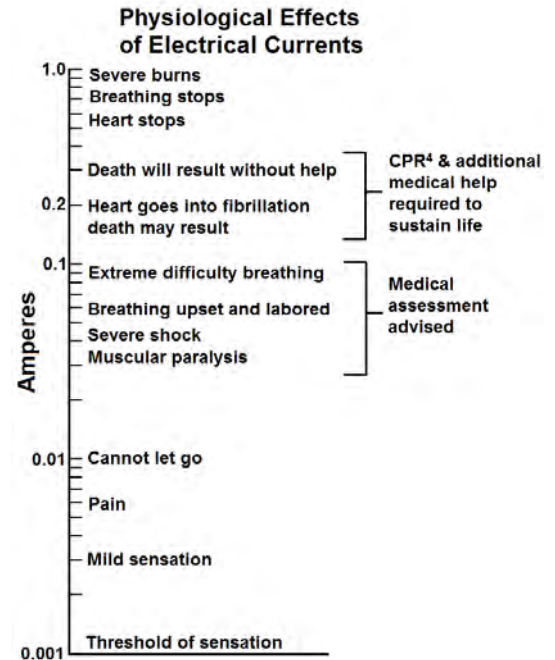


Figure 1. *Physiological effects of electrical currents.*

References

1. Charles F. Dalziel, "Electric Shock Hazard." IEEE Spectrum, February 1972.
 2. K.S. Geiges, "Electric Shock Hazard Analysis." AIEE Transactions, Part III-Power Apparatus and Systems, Volume 75, 1956.
 3. Canadian Standards Association C22.2 No. 154-M1983.
 4. Cardiopulmonary Resuscitation: ANSI C101.1.1986 American National Standard for Leakage Current for Appliances. J.E. Bridges, G.L. Ford. I.A. Sherman, M. Vainberg. "Electrical Shock Safety Criteria." Pergamon, New York, 1985.
- International Electrotechnical Commission (IEC), IEC Publication 479, "Effects of Current Passing through the Human Body," 2nd edition.

Adapted from Tektronix Safety Note 40w-6687 and Third-Party Certification Note 40W-6837. Tektronix encourages you to reproduce this document for student use. Contact your local Tektronix Field Office or sales representative for copies of the above safety notes.

PLEASE SIGN IN INK

**ASSUMPTION OF RISK AND RELEASE
AND INDEMNITY AGREEMENT**

Department of Electrical and Computer Engineering

SEMESTER: _____

Course: _____ Section: _____ Name of Instructor: _____

I have read and fully understand the written safety and other rules and precautions that are a part of the requirements for my participation in the above referenced course, as well as those explained to me by my instructor(s), and I agree to observe them strictly.

I do for myself, my heirs, executors, and administrators hereby accept full responsibility for and indemnify, release, and discharge the University of Hawai'i, its officers, agents and employees from property damage, and/or personal injury which may result from my failure to abide by these safety rules and precautions, or from any inherent risks inside the course.

Name of Student (PRINT Last, First)

Signature

Date _____

Co-Signature of parent or guardian if
student is under 18 years of age

Date _____