

Section 19

Assured Equipment Grounding Program

Approved by Vice President George A. Pierce, February 14, 1997

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Assured Equipment Grounding Program

An Assured Equipment Grounding Program is required by the Washington Administrative Code, Part 296-155-447. This requires

- Ground fault circuit interrupters (GFCI) for all 120-volt, single phase, 15-20 ampere receptacle outlets which are not a part of the permanent wiring of a building or structure **on a construction project, or**
- Implementation of the assured grounding conductor program **on construction sites** covering all cord sets or receptacles which are not a part of the building or structure.

As an alternative to the GFCI requirement, Western Washington University shall instruct employees NOT to use any equipment that does not meet the requirements of the Assured Grounding Program.

One or more competent persons shall be assigned to implement the assured equipment grounding program. As defined in WAC 296-155-012(4), a competent person is capable of identifying existing and predictable hazards in the surroundings or working conditions which are dangerous and has the authorization to take prompt, corrective action.

A. Procedure

The preferred implementation of the program is the use of ground fault circuit interrupters as described above. If their use is not feasible, all cord sets or receptacles to be used in a construction area which are not connected to the permanent wiring of the building or structure shall be tested, identified, and coded using the following procedures.

B. Visual Inspection

Each cord set, attachment cap, or any equipment connected by cord and plug, except fixed sets, are visually examined each day or before each day's use.

- Equipment shall be visually inspected before use each day for external defects, including deformed or missing pins, insulation damage and indications of possible internal damage.

C. Testing

Testing shall be done quarterly, at intervals not exceeding once every three months by Physical Plant electricians. Testing will be performed in accordance with WAC 296-155-447(2) (A) as follows:

- If ground fault circuit interrupters are used, testing is not required.
- All equipment shall be tested before first use for grounding and continuity of the circuitry.
- Equipment shall not be used until repaired, retested and results recorded.
- Each receptacle, cord set, and cord-connected and plug-connected equipment that passed the testing process shall be identified with color coded tape as shown in the table which follows. All old tape must be removed prior to installation of new. The dates of testing shall be indicated.

D. Recording

Daily visual inspection information is recorded in the attached Inspection Record form. Results are retained at the job site by the person in charge and at the Facilities Management in accordance with Electrical Shop procedures.

Tested equipment is identified by use of color coding. Two (2) colors shall be used. The first color identifies the quarter and the second identifies the month within the quarter. The test results shall be coded with the following color coding schemes and test results shall be recorded on the attached Testing Log form and retained at the job site by the person in charge and at the Facilities Management in accordance with Electrical Shop procedures.

Assured Equipment Grounding Color Coding Scheme

Month/Quarter	Quarterly	Monthly
January February March	White	White Yellow Blue
April May June	Green	Green Yellow Blue
July August September	Red	Red Yellow Blue
October November December	Orange	Orange Yellow Blue

**Western Washington University
Assured Equipment Grounding
Testing Log**

Name or location of job site:
Person to implement program:
Signature:
Phone:

Procedure: *Identify the date of the test in the appropriate column.
 Maintain a copy on the job site.
 File a copy with the Facilities Management Electrical Shop.*

Item and ID Codes	1st Quarter Test Codes	2nd Quarter Test Codes	3rd Quarter Test Codes	4th Quarter Test Codes