



D.B. Higginbotham Electric & Plumbing Ltd.

SAFE JOB PROCEDURE

JOB : change/check furnace sequencer

Facility:	Written by: Chris	Approved by:	Date created: Jan 2010	Date last revision
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Hazards present	PPE or devices required	Additional training required
<ul style="list-style-type: none">- electrocution- mechanical injury	<ul style="list-style-type: none">- CSA approved footwear- Safety glasses- Lock for lock out	

SAFE WORK PROCEDURE JOB

1. fill out tailgate hazard assessment form
2. check which component is not working
3. lock out power
4. make sure power is off
5. change broken part
6. turn power back on
7. check to make sure working
8. clean up and leave

If an emergency occurs while conducting this task, or there is an equipment malfunction, engage emergency stop and follow the lock out procedure.

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR.

Guidance documents\standards\applicable legislation\ other: Company General Safety Rules Policy & Personal Protective Equipment Policies	This safe work procedure may be reviewed at any time the task, equipment, or materials change and at a minimum every three years.
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