

Student Accommodation: Electrical Safety

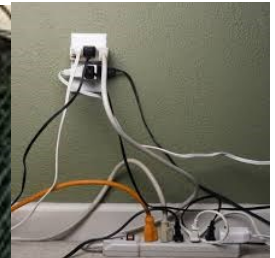


We're sure you have brought many electrical gadgets with you to Lincoln, whether it's a laptop, printer or even hair straighteners – you must make sure they are safe to use. If you have any doubts about an appliance, you should not use it. If you are using equipment that belongs to someone else, check that it is in good condition.

University owned electrical equipment found to be damaged, or not displaying a valid electrical test sticker should be reported to the *Estates and Commercial Facilities Department*

Electrical Safety and good practice

- Never plug an extension lead into an extension lead (daisy chain style)
- Never use coiled / rolled up extension leads, always unravel them first
- Avoid the use of adapters in sockets, these can be easily knocked or become overloaded
- Never drill holes in walls without prior agreement, cables may be located in these areas
- Never use a two pin plug in a three pin socket, use a suitable CE marked adapter
- Always switch off and unplug items not in use
- Always check appliances for faults before use



The following could indicate a fault with electrical equipment

- Smells of burning plastic near an appliance or socket
- Smoke or sparks coming from a plug or appliance
- Scorch marks and /or blackness around the wall socket, plug or appliance
- Damaged / frayed leads, or evidence of 'poor fixing' where tape has been applied
- Exposed wires – whether coloured or not
- Evidence of melted or snapped plastic on the appliance
- Fuses that have blown multiple times
- Get expert help for all repairs and wiring

