Ground Fault Circuit Interrupters(GFCIs)

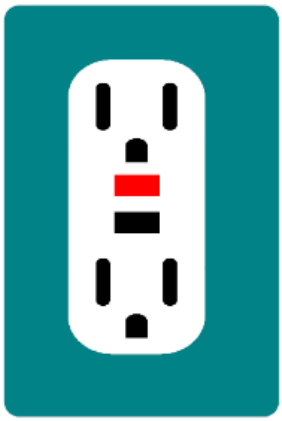
Safety Meeting Packet

Protect Your Workforce

Ground fault circuit interrupters (GFCIs) are electrical devices that automatically shut off an electric circuit when it detects that a circuit's electrical current is flowing through an unintended path. GFCIs can be lifesaving when used in areas where the risk of electrocution is high. However, the placement and testing of these devices is crucial to their success.

Types of GFCIs

There are three main types of GFCIs, each serving a different purpose.



- Receptacle – Receptacle GFCIs are the most common. These devices look similar to regular outlets and fit into a standard outlet box. They stand out from regular outlets because they have "test" and "reset" buttons.
- Circuit Breaker – Circuit breaker GFCIs are installed directly into the electrical panel itself and provide protection for the entirety of that electrical circuit. This includes all outlets and lighting fixtures.
- Portable – Portable GFCIs can be used in areas where the other two types are not practical, such as construction worksites and outdoors. This type of GFCI comes in two forms, the first being contained in an extension cord and the second being a small box that plugs into a regular outlet like an adapter. An electrical cord is than plugged into the outlet via the GFCI. These types of GFCIs should be tested before every use to ensure they are still working properly.

Placement

GFCIs are required to be used in specific high-risk areas. Both the National Electrical Code and OSHA have adopted standards and requirements for the use of these devices. For additional information on each organization's standards and requirements please visit www.nfpa.org and www.osha.gov. Below are some examples of where a GFCI would be required:

- Wet locations, such as bathrooms and kitchens, specifically near sinks and tubs
- Home exteriors
- Garages
- Crawl spaces
- Unfinished basements
- All 120 volts, 15- and 20-amp construction site outlets that are not part of the permanent wiring of the structure

Testing

It is important to test GFCIs if they are to be effective and relied upon as a safety measure against electrocution. GFCIs should be tested after they are initially installed and monthly, thereafter. The testing process is simple and is outlined below.

- Plug a small device into the GFCI outlet and turn it on.
- Begin by pressing the "test" button.
- The "reset" button should click and the device should turn off. If the GFCI is working properly, the "reset" button should be pressed to restore power to the outlet.
- If the "reset" button clicks but the device stays on, the GFCI has not been wired properly.
- If the "reset" button does not click, the GFCI is faulty and should be replaced before any further use.

For additional information, please review OSHA Electrical Standard 29 CFR 1910.304 and 29 CFR 1926.404.

Ground Fault Circuit Interrupters

Safety Meeting Attendance Acknowledgement

Company Name _____

Department / Division _____

Meeting Date & Time _____ _____ ☐ AM ☐ PM

Meeting Location _____

Name & Title of Individual Conducting Meeting _____

Key Meeting Discussion Points / Important Reminders:

-
-
-
-
-
-
-
-

Internal Procedures Reviewed:

-
-
-
-
-
-
-
-

By signing this document, you confirm your attendance at the meeting and acknowledge the issues addressed above!

Employees in Attendance		
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):
(Print):	(Print):	(Print):
(Sign):	(Sign):	(Sign):

Employees not present: _____

Suggestions/Recommendations to improve workplace safety and health: _____

Actions Taken: _____

Manager/Supervisor: _____ Date: _____

Disclaimer:

The information provided above was assembled using multiple resources. However, these materials do not contain ALL the information available regarding the required safety standards under local, provincial, state, or federal law for your industry.