

Electrical Considerations for Telecommuters

Computer and office equipment should be installed properly. To help reduce the risk of fires, electric shocks, and other safety hazards, employees should ensure the following:



Frayed wire

Equipment Cords and Plugs

- Check cords for damage. If the cords are worn, frayed or cracked, replace them immediately
- Ensure all equipment is Underwriter's Laboratory (UL) approved
- If an appliance has a three-prong plug, use it only in a three-slot outlet. Never force it to fit into a two-slot outlet or extension cord

Outlets, surge protectors and extension cords

- Never overload extension cords, wall sockets, or circuits. Avoid using "octopus plugs" which allow many cords to be plugged into a single receptacle
- Never put cords under carpeting, over ceiling tiles, or through wall or door openings
- Use an appropriate surge protector. Never plug a surge protector into an extension cord or another surge protector
- Ensure the breaker and outlet have sufficient amperage to handle installed equipment. Nuisance tripping of the circuit breaker indicates overloaded outlet or other electrical problems



Overloaded outlet



Unsecured cords

Other Considerations

- Prevent tripping hazards by keeping cords out of walkways and away from your feet and chair. Neatly secure the cords under your desk
- Allow room for air circulation for the computer or laptop
- Make sure all electrical appliances are turned off when unattended or when you leave the house
- Immediately unplug any piece of equipment that gives even the slightest shock (i.e. tingling sensation) and have it checked by a qualified electrician

For additional information, Contact REHS at (732) 445-2550 or contact a qualified electrician.