| Name of Appendix: **Safety when using the University electricity system**  (lighting, machinery, devices, heating, etc.) |
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| General |  | Use of the electricity system and its components is permitted solely in accordance with the safety directives listed below, which apply to all employees, students, external workers and legal entities that work, or are affiliated, with Tel Aviv University. Testing, repair and any change to the electricity system is solely permitted to professional electricians holding a valid governmental license and at a scope determined by the licensing grade, all in accordance with the Electricity Law, and staff members who have been licensed accordingly after organized in-service training by the University. |
| Safety directives |  | Building managers and facility operators are authorized to deal with electricity panels, switches and buttons installed on the front panel on condition that there are no exposed parts that conduct current due to repair, renovation or failure. They are permitted to replace burnt bulbs after disconnecting the current and while safely using standard means of access. |
|  |  | University employees are permitted to connect and disconnect electrical devices that they directly supervise, on condition that the devices are in good working order and all connections are complete and insulated. Students are permitted to do so only in accordance with the instruction of their instructors and in their presence. |
|  |  | It is prohibited to use electrical equipment that is not the property of the University or that has not been approved by the University electrician before its use. |
|  |  | Do not install or place electrical devices (power and light) in places not intended for this purpose, unless permission has been granted by a licensed electrician who is a University employee. |
|  |  | If a faulty or damaged electrical device is found, disconnect it from the current, hang a sign that warns against its continued use, and immediately notify the University electrician. |
| Principles for treating injuries |  | Disconnect the electrical current from the electrocuting device. If this is not possible, use rubber gloves or other insulating material while standing on an insulated surface. Call for help in resuscitating and evacuating the injured person. Try to avoid having the injured person fall when disconnecting from the current. |
| Responsible for performance  |  | The laboratory manager/workshop manager; building managers and managers of units that use electrical equipment, and all operators and users of electrical lighting or power devices are responsible for performance of this directive. |