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| #1 Process  (if applicable) | Measuring Voltage, amperage, and resistances, as well as testing circuits by providing electrical pulses through devices under test. |
| #2 Equipment | Source Meter. Keithley 2461. |
| #3 Personal Protective Equipment (PPE) | Minimum PPE, provided voltages do not exceed 30V (AC or DC). |
| #4 Environmental /  Ventilation controls. | Ensure a clear and dry workspace to avoid chances of electrical shock or equipment shorting. |
| #5 Required training or approval | * EH&S Electrical Safety Training (online) * Review and observe general shop safety practices for this shop. * Refer to the manufacturer’s operating manual for all operating procedures. These can be found in the manual holder to the left of the CSE2 G15C door. |
| #6 Inspection requirements before use | * Inspect the device for any cracks in casing, damaged terminals, etc. If damage is found, report to Lab Manager and do not use the device. * Ensure that the AC power cord is connected to a properly grounded outlet and that the power cord, connecting cables, test leads, and jumpers are free of wear and show no cracks or other breaks. * Ensure that the work place is clear of unnecessary wires and other metal objects and that the space is dry to avoid unintentional electric transfers and shock. * If the product does not behave properly upon boot-up, power cycle it. If it continues to misbehave inform the lab manager and cease use. * Ensure that the power cord is easily accessible to quickly unplug the source meter in the case of an emergency. |
| #7 Safe operating procedures or precautions | * DO NOT touch the leads or have the leads connected to a device while powering on the source meter. Pulses of electricity may be present during boot up. * Avoid touching the leads while the circuit under test is live. * Ensure that source meter terminals and the circuit under test is powered down and that all capacitors are discharged before attaching or removing leads. * Chassis connections should ONLY be used for shield connections for measuring circuits, NEVER as a protective ground. * DO NOT work on circuits over 30V (AC or DC) without building out a proper and specific SOP for your application and attaining written permission from the lab manager. * Always ensure that the source meter’s AC power cord is plugged into a grounded outlet before connecting any leads to circuits under test. * Do not work alone when working on live circuits. * When dealing with any live voltage, ensure that you are not touching live wires or components, or those components such as capacitors which may still be energized even when voltage is cut. Ensure that these are fully discharged. * DO NOT touch any object that could provide a current path to the common side of the circuit under test or a power line. |
| #8 Chemicals/ spill procedures/waste disposal | Ensure work spaces are clear of extraneous wires and metallic pieces and that surfaces are dry to avoid electrical shock. |
| Author Signature: Date: | |