

# NAES STANDARD OPERATING PROCEDURE

Public Safety Department (OSH Division)

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<b>File Name:</b> Testing/Replacement of Electrical Insulating Gloves/sleeves		<b>Effective Date:</b> 1/2000	<b>No of Pages:</b> 1

## 1.0 PURPOSE

To establish procedures for testing, retesting and recording all electrical insulating gloves and sleeves.

## 2.0 APPLICATION

This SOP applies to all personnel who are required to wear electrical insulating gloves in the performance of their assigned duties.

## 3.0 REFERENCES

ASTM F496-95(a)

## 4.0 PROCEDURES

1. In accordance with ASTM F496-95(a) all electrical insulating gloves and sleeves shall be tested or retested and recorded or marked accordingly. Therefore, the following procedure is established and will be followed.
2. When new gloves or sleeves are received the container in which the gloves or sleeves are contained will be marked with the date received. Gloves and sleeves that remain in their original container without it being opened can be kept for a 12 month period with out retesting. Once issued to an individual for use he/she may keep the gloves or sleeves in it's original container if not used for the remainder of the 12 month period. However, once the individual begins to use the gloves or sleeves he/she must mark the date they started to use the equipment on the gloves or sleeves. Gloves and sleeves that have been put into use and have been in service for 6 months (gloves) and 12 months for (sleeves) must be retested. If the equipment is not retested as indicated it is considered no longer safe to use in it's intended capacity. Please refer to examples below for clarification of issue dates and retest dates.
  - a. Example 1: Gloves are received on 1/1/98 and dated. Gloves are issued and put to use on 2/1/98. Six months from that use date (8/1/98) the gloves need to be retested.
  - b. Example 2: Gloves are received on 1/1/98 and dated. Gloves are issued and put to use on 12/1/98. Six months from that use date (6/1/98) the gloves need to be retested.

