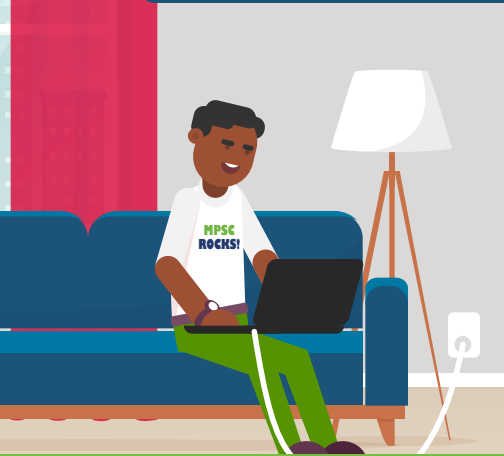


# ELECTRICAL SAFETY

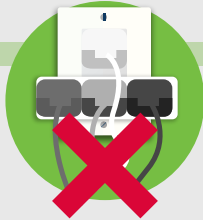
## While Working From Home



Do you have a **home office** or **work from home**? Follow these **electrical safety tips** to keep you and your home safe from electrical hazards.



1



Avoid **overloading outlets**.

2



**Unplug appliances** when not in use to save energy and minimize the risk of shock and fire.

3



**Regularly inspect** electrical cords and extension cords for damage.

4



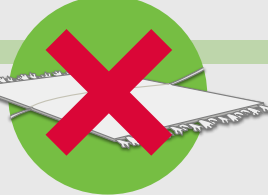
Extension cords should only be used on a **temporary basis**.

5



Never plug a space heater or fan into an **extension cord** or **power strip**.

6



Never run cords under **rugs, carpets, doors,** or **windows**.

7



**Plug in smartly.** Make sure cords do not become tripping hazards.

8



Keep papers and other potential combustibles at least **three feet away** from space heaters and other heat sources.

9



Make sure you use **proper wattage** for lamps and lighting.

10



*Wherever you work, it's always important to be **safe**.*