

Temporary Electrical Installations

- All electrical installation will comply with the National Electric Code current edition (NFPA70).
- All electrical extensions used will be “SO” type cable (available at electrical stores) and grounded.
- Under no circumstance is lamp cord or zip cord to be used unless it is integral to the appliance.
- All extension cords must be grounded.
- No “multitap” adapters are to be used. If multiple outlets are needed off of one cord, power strips (surge protectors) must be used.
- No one with a sponsoring organization (hired or otherwise) will connect to the building wiring, open a circuit breaker box or touch the electrical infrastructure of a building. If this is needed, University qualified staff must provide such assistance.
- All cables in walkways must be secured and protected by taping or matting (preferably both). Cable may never present a trip hazard.
- If a circuit breaker trips, a University Electrician is to reset the breaker. Sponsors are never to reset a tripped breaker.
- All electrical equipment must be powered down and unplugged each night (unless other approval is provided in advance of the event).
- All connections are to be made with UL Listed connections, no wire nuts or other exposed ends are allowed.
- Clients must provide their own cables.
- Light bulbs must be protected from accidental breakage.
- No flammable material may be stored within 24” of any light bulb unless EHSS gives prior approval.
- There is to be no daisy chaining of electrical cords or power strips
- The heavy-duty electrical cords available at hardware stores will meet the requirements of this policy.

PLEASE SUBMIT THE SPECIAL EFFECTS GUIDELINES AND INFORMATION FORM TO THE PRODUCTION SERVICES OFFICE FOR APPROVAL OF TEMPORARY ELECTRICAL INSTALLATION REQUESTS. THANK YOU!

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