



UNIVERSITY OF
NORTHERN COLORADO

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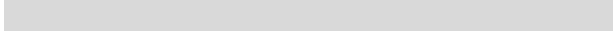
- I. General
- II. Definition
- III. UNC Board Policy and Regulations
- IV. Responsibilities and Procedure
 - 1. Event Organizer
 - 2. Event Coordinator
 - 3. Event Manager
- V. Training and Recordkeeping



- A. Safety Checklist for Events

Safety Checklist for Events

Electrical/Power/Generators/Utilities	Yes	No	N/A	Additional Action required
Electrical cords are secured to prevent tripping and other hazards				
Leads, plugs, etc. are protected from all weather conditions				
Electrical cords and plugs are in good condition with proper grounding and no frayed wires				
All portable generators are at least 25 feet from any structure, isolated from the public.				
36" clearance maintained in front of electrical panels				
Location of all site underground services (power/gas/water electrical) and overhead power lines have been identified				
Extension cords and power strips are not daisy-chained and				



Event Manager, UNCPD, or EHS Use Only

Event Manager / Inspector Signature

Date

Event Manager / Inspector Comments