

## Portable Appliance (PAT) Testing

As we enter into the Christmas period staff may wish to brighten up the workplace and bring festive cheer to the building.

It's the period where Christmas lights and extension cables find their way into the workplace, and lets not forget the portable heater, which was hibernating in it's box, suddenly being brought out to spread some warmth to the room.

### **But do we need to have all items PAT tested?**

Portables Appliance Testing (PAT testing) is actually NOT a legal requirement every year, areas deemed low risk can be managed accordingly. This should be determined by risk assessment prior to the items being used.

It is however, good practise to visually inspect all devices before they are put into use

Always check for any signs of damage from when they were last stored away and check the integrity of the cables and plugs of devices.

**And if in doubt ask!!**



### **Christmas Lights**

Before you hang up the old decorations. Is this the year to update and buy some new battery powered lights?

They are relatively cheap and do just as good a job as the tired old lights.

Also, other than replacing batteries (which last for a surprisingly long time) they come good to go and require no future testing.

### **Extension Cables**

Try to avoid creating daisy chains.

If they are on a wheel extend fully.

Avoid creating further trip hazards in the workplace, and always keep on a separate supply to computers / work equipment to avoid any overload to electrical circuits.

### **Portable Heaters**

Always check the plug and cable before you plug in!

If in any doubt about its condition then arrange for a PAT test or ask for further advice!!!

Don't keep hidden away under the desk and always make sure nothing is covering them.

Remember heaters can easily get forgotten about, left on overnight or even end up with personal items placed in close proximity.

**Finally**, as you leave at night. Double Check you have switched everything off!

**Have a Merry Christmas**