

Addendum to the University of Sheffield's Health and Safety Code of Practice

Only equipment (including cables) which is CE marked, or was purchased in the UK prior to 1995, can be used legally in the UK. Personal electrical equipment, whether CE marked or not (e.g. kettles, radios, CD players, coffee filters, microwave ovens, heaters etc) should not be brought into the University without specific approval by the Head of Department or Departmental Manager.

Electrical equipment in use in the University which has been brought in from countries outside the EU should be taken out of use immediately, as many operate using different voltages to that in the EU and it can be unsafe, as well as illegal, to use such equipment in the UK.

Equipment manufactured in the EU since 1995 will be CE marked and can therefore be used legally in the UK, but those fitted with "continental" plugs will not fit into British electrical sockets and you will need to either: -

1. Remove and replace the continental plug by a British 13 Amp 3-pin plug with the appropriate fuse fitted for the equipment or cables to be protected (to be done by a person competent to undertake such work),
2. Use a fused 2-pin to 3-pin adapter to enable them to be used with British electrical sockets. However, the adapter should: -
 - a) Be CE marked,
 - b) Be fused appropriately for the equipment or cables to be protected,
 - c) Include an appropriate 'earth' connection,
 - d) Have "shuttering" protecting the holes into which the plug is inserted to avoid the potential for accidental contact with live connectors in the adapter. Plug-in adapters (i.e. not extension cables) without "shuttering" should not be used.
 - e) Be able to accept a single plug only unless the adapter is an "extension lead" with a suitably rated, and minimum length of cable between the fused plug-head and the multiple continental-socket box. If the continental sockets are not shuttered then the trailing lead must be fitted with a British 13 Amp 3-pin plug that has an integral Residual Current Device (RCD) with 30mA rated residual operating current.

Dated February 2008