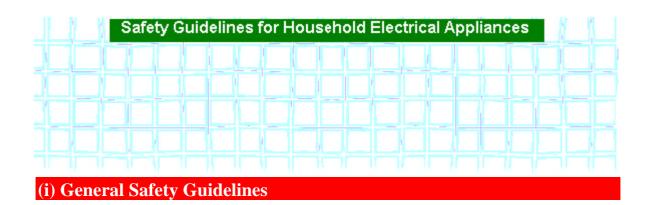


i. General Safety Guidelines

Chinese Version

- ii. Maintenance of Household Electrical Appliances
- iii. Maintenance of Household Electrical Installations
- iv. Safety Guidelines for the Use of Electrical Appliances
 - <u>Plugs</u>
 - <u>Adapters</u>
 - Extension Units
 - <u>TV Sets and other Audio Video (AV) Products</u>
 - <u>Lighting Fixtures Supplied through Sockets & Plugs</u>
 - <u>Room Coolers/Dehumidifiers</u>
 - Fans
 - <u>Electric Heaters</u>
 - Electric Rice Cookers and other Cooking Appliances
 - Electric Kettles/Water Pots
 - Refrigerators
 - Electric Water Heaters
 - <u>Washers/Dryers</u>
- v. Enquiries



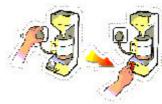
- Use electrical appliances with safe 3-pin plugs (except those not supplied through socket outlets).
- Arrange registered electrical workers to install electrical appliances not supplied through socket outlets.



Adhere to operating procedures and safety precautions stated in user manuals.

Check electrical appliances, including their plugs and flexible cords, for any damage before use.

- Do not use any electrical appliance if its safety or proper operation is in doubt, and have it inspected by qualified persons.
- Do not connect any electrical appliance designed to operate at 110V directly to a socket outlet. (This type of appliances should carry warning labels).
- Switch on an electrical appliance only after plugging it into a socket outlet. Otherwise, sparks occurring at the plug may cause fire hazard.



Allow sufficient space for ventilation to prevent electrical appliances from overheating.

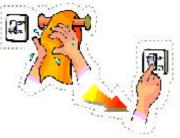
- Keep children away from operating electrical appliances.
- Avoid placing the flexible cord of an electrical appliance close to any hot object (e.g. a cooking range).



- Do not use any inflammable substance near an operating electrical appliance.
- Do not allow water to seep into an electrical appliance to avoid danger.

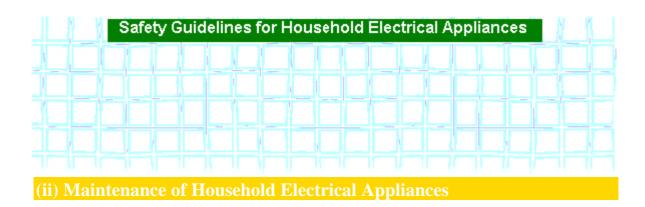


- Avoid using portable electrical appliances (e.g. hairdryers, electric heaters, etc.) in bathrooms, except those designed to operate from shaver supply units (e.g. electric shavers and electric toothbrushes).
- Avoid touching any electrical appliances, socket outlets or switches if hands are wet.



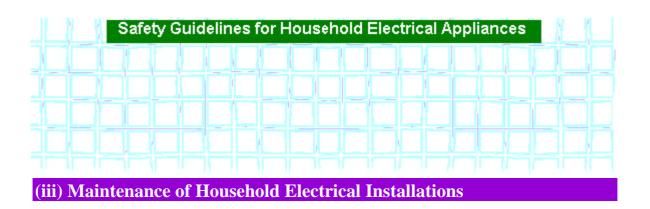
- Switch off all electrical appliances if a blackout occurs to prevent them from starting simultaneously when the power supply resumes.
- Switch off electrical appliances when nobody is at home.





- Clean electrical appliances regularly according to user manuals.
- Unplug electrical appliances before cleaning.
- Arrange electrical appliances to be inspected and maintained regularly by qualified persons.

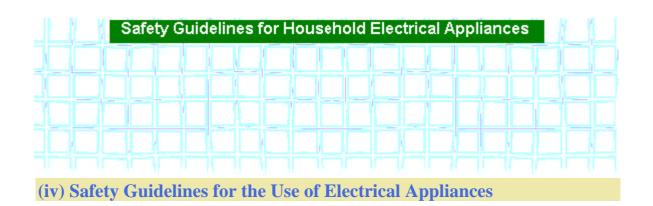




- Arrange electrical installations to be maintained regularly to ensure safety.
- Arrange an electrical installation to be inspected immediately if its safety is in doubt (e.g. frequent tripping).
- Avoid adding to or altering electrical installations without the consent of the electricity supplier.

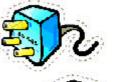
Arrange all electrical work such as addition, alteration, inspection, testing and maintenance to be carried out by registered electrical contractors. A list of registered electrical contractors is available for reference at EMSD Customer Services Office, all District Offices and EMSD web site http://www.info.gov.hk/emsd





Plugs

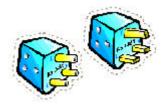
- Use 3-pin plugs that comply with relevant safety standards (i.e. BS 546 or BS 1363).
- Do not use plugs with cracks, signs of overheating (e.g. discolouration, charring or deformation) or loosen parts.
- Replace plugs by qualified persons only.





Adaptors

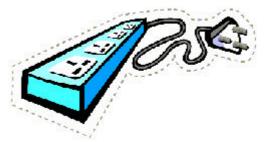
■ Use 3-pin adaptors that comply with relevant safety standards (i.e. BS 546 or BS 1363).



- Use only adaptors with round or rectangular pin holes fitted with safety shutters.
- Do not use adaptors with cracks, signs of overheating (e.g. discolouration, charring or deformation) or loosen parts.
- Replace adaptors if found defective or damaged.
- Avoid using more than one adaptor at one socket outlet.

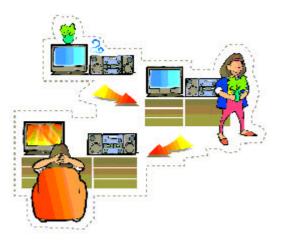
Extension Units

- Use extension units that comply with relevant safety standards (i.e. BS 546 or BS 1363).
- Use only extension units with round or rectangular pin holes fitted with safety shutters.
- Do not use extension units with cracks, signs of overheating (e.g. discolouration, charring or deformation) or loosen parts.
- Replace the whole set of extension unit if found defective or damaged.
- Avoid placing extension units in a wet or humid environment (e.g. inside the bathroom or kitchen).
- Avoid using adaptors and extension units together.



TV Sets & other Audio Video (AV) Products

- Allow sufficient space for heat dissipation, and avoid covering TV sets or AV products.
- Avoid placing TV sets or AV products in a humid, dusty or hot environment or under direct sunlight.



- Do not place any vessel containing water on TV sets or AV products.
- Disconnect electricity supply to TV sets or AV products (avoid switching them off with a remote control) if they are not to be used for an extended period of time.
- Stop using a TV set or an AV product if it operates abnormally. And arrange for repairs by qualified persons.

Lighting Fixtures Supplied through Sockets & Plugs

- Place lighting fixtures on a stable surface and ensure that their flexible cords are properly tucked away.
- Do not touch energised light bulbs to avoid burns.
- Do not use light bulbs with power rating exceeding that recommended by the light shade manufacturer to avoid overheating.
- Replace a light bulb only when it is switched off and cool
- Stop using a lighting fixture if there are signs of overheating (e.g. discolouration, charring or deformation) and have it rectified by qualified persons.
- Do not place lighting fixtures (especially halogen lamps) close to curtains, rugs, clothes, etc. to avoid the risk of fire.



Room Coolers/Dehumidifiers

- Do not connect other appliances to the socket outlet supplying a room cooler/dehumidifier.
- Clean air filters regularly to ensure effective performance.
- Do not switch on a room cooler within 3 minutes after switching it off.
- Do not allow the laundry to drip on a dehumidifier.
- Avoid obstructing the air inlets and outlets of a room cooler/dehumidifier.
- Maintain room coolers/dehumidifiers regularly by qualified persons.



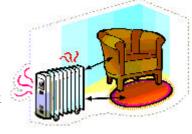
Fans

- Install or place fans at locations where there is sufficient space for free movement and heat dissipation.
- Place fans on a stable surface and ensure that their flexible cords are properly tucked away.
- Avoid placing fans close to curtains, loose papers, clothing, etc. curtains, loose papers, clothing, etc. which may be sucked into the operating fans.
- Keep children away from operating fans.
- Stop using a fan if abnormal operating conditions occur, such as not starting smoothly, being too noisy or having signs of overheating. Arrange for repairs by qualified persons.
- Clean fans regularly.
- Unplug fans before cleaning and prevent the internal parts from contact with water.



Electric Heaters

- Do not connect other appliances to the socket outlet supplying an electric heater.
- Do not place electric heaters near blankets, clothes, curtains, rugs, sofas, etc. to avoid the risk of fire. '



- Keep children away from operating electric heaters.
- Avoid using electric heaters in bathrooms.

Electric Rice Cookers and other Cooking Appliances

- Do not connect other appliances to the socket outlet supplying an electric cooking appliance.
- Place electric cooking appliances on a stable surface and ensure that their flexible cords are properly tucked away.



- Ensure that there is no fluid seeping into an operating electric cooking appliance to avoid danger.
- Stop using an electrical appliance if the connector of its flexible cord shows signs of overheating (e.g. discolouration, charring or deformation).
- Do not leave operating electrical cooking appliances unattended.
- Unplug electric cooking appliances before cleaning and do not immerse them in water.
- Dry your hands before plugging in/out or switching on/off electric cooking appliances.
- Ensure that the bottom of the rice pan is dry before it is put into the rice cooker.
- Ensure that the condensate collector of a rice cooker is not clogged to avoid seepage of condensate into the rice cooker.
- Unplug the rice cooker when it is not operating.

Electric Kettles/Water Pots

■ Do not connect other appliances to the socket outlet supplying an electric

kettle.

- Make sure that electric kettles operate on a stable surface and that their flexible cords are properly tucked away.
- Do not expose the connector socket of an electric kettle to water.
- Do not fill water beyond the maximum level stated by the manufacturer.
- Stop using an electric kettle if the connector of its flexible cord shows signs of overheating (e.g. discolouration, charring or deformation).
- Avoid leaving an operating electric kettle unattended, and unplug it after use.
- Unplug electric kettles before cleaning and do not immerse them in water.



■ Dry your hands before plugging in/out an electric kettle.

Refrigerators

- Allow sufficient space at the back of a refrigerator for heat dissipation.
- Empty and unplug a refrigerator if it is not to be used for an extended period of time.



 Stop using a refrigerator if abnormal operating conditions occur, such as being too noisy, having signs of overheating or abnormal frosting. Arrange for repairs by qualified persons.

Electric Water Heaters

- Employ only registered electrical contractors/licensed plumbers for the installation and alteration of electric water heaters including associated pipework and control valves.
- Ensure that unvented thermal storage type electric water heaters are installed

with safety devices such as thermostat, thermal cut-out, and temperature and pressure relief valves.

- Switch off electric water heaters after use.
- Arrange to have electric water heaters inspected and maintained regularly by qualified persons.
- Switch off an electric water heater immediately if steam is emitting abnormally from the shower or any vent outlets. Arrange for repairs by qualified persons.



Washers/Dryers

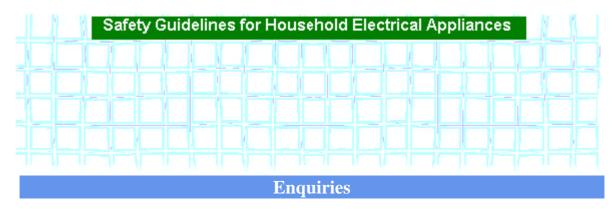
- Do not connect other appliances to the socket outlet supplying a washer/dryer.
- Avoid placing a washer/dryer next to a shower, a water basin or an open window to prevent the machine from being exposed to water.
- Allow sufficient space for heat dissipation.
- Do not place any vessel containing water on a washer/dryer.
- Avoid leaving an operating washer/dryer unattended.
- Keep children away from an operating washer/dryer.
- Do not exceed the maximum capacity and adhere to the temperature setting and drying time as instructed in the user manual.



- Do not tumble dry clothes containing downs, latex, rubber or wax, etc. to minimise the risk of fire. Do not obstruct the outlet vent of a dryer, and clean its air filter regularly.
- Stop using a washer/dryer if abnormal operating conditions occur, such as being too noisy, having strong vibration or signs of overheating. Arrange for

repairs by qualified persons.

Arrange for regular inspection and maintenance of washers/dryers by qualified persons.



For more information on electrical appliances safety or complaints of unsafe electrical appliances, please call 2882 8011, or fax through 2895 4929.

You may also write to Electricity Legislation Division, Electrical and Mechanical Services Department, 98 Caroline Hill Road, Causeway Bay, Hong Kong.

Note: This is not a legal document and is prepared for general information only.