
	GILES CHEMICAL ~ PREMIER MAGNESIA		
	Company Procedure		
	Title: LOTO Repackaging Air Compressor	Number: S12-PR-200-072	
	Owner: Robert Willis	Revision: 02	
	Effective Date: 05/28/13	Page: 1 of 2	

1.0 Purpose

The purpose of this procedure is to define the process required to lock out the air compressor.

2.0 Scope

When a machine needs to be shut down for light maintenance then use this procedure.

3.0 Responsibility

Manufacturing and production

4.0 Safety Considerations

Safety glasses and appropriate safety apparel is to be worn at all times.

Safety is a condition of employment. Employees are not authorized to work in an unsafe manner and are prohibited from harming the environment of the facility or community.

5.0 Materials/Equipment

- Lock
- Tag
- Lock out device

6.0 Procedure

The proper process to lockout the air compressor is as follows:



1. Notify all affected employees that the machine is being taken out of production.
2. Turn breaker in panel off and install breaker locking device with padlock-multi locking device
3. ID tag with name, date and time.
4. Test to see if compressor will start

Proper procedure to return equipment to operation:

1. Make sure all work is complete and all tools and maintenance equipment has been removed from the machine.
2. Notify all affected employees that equipment is about to be put back into service.

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3. Remove breaker locking device with padlock-multi locking device with ID tag with name, date, and time.
4. Check to ensure compressor is operating properly.

7.0 Reference Documents

N/A

8.0 Change Information

Document review- updated format using new template and numbering system.

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