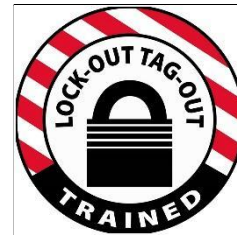




# **LOCK-OUT, TAG-OUT / SAFETY TRAINING**



The lock-out/ tag-out procedure is a way to ensure that electricity or other energy sources are not activated while someone is working on the equipment or machinery. The fact of cutting off the current is not enough. The power supply must be closed (prevent the equipment from turning on or moving), block it, discharge stored energy (such as removing air from a pneumatic hose), and testing equipment for make sure that the power supply is completely blocked before starting to work on the piece of machinery.

**The OSHA standard for The Control of Hazardous Energy (Lockout/Tagout), Title 29 Code of Federal Regulations (CFR) Part 1910.147**, addresses the practices and procedures necessary to disable machinery or equipment, thereby preventing the release of hazardous energy while employees perform servicing and maintenance activities. The standard outlines measures for controlling hazardous energies—electrical, mechanical, hydraulic, pneumatic, chemical, thermal, and other energy sources.

## ***The lock-out/ tag-out procedures:***

- ✓ Each piece of equipment or machinery should have its own lockout and tagout procedure.
- ✓ Notify operators and supervisors that power has been disconnected or isolated.
- ✓ Prepare for isolation by reviewing the specific written procedures that describe the shutdown and startup processes.
- ✓ Turn off the equipment by cutting off the power.
- ✓ Separate all power sources using isolating devices (such as circuit breaker circuits manuals) or by turning off the switches.
- ✓ Buttons or switches may not be the only way to cut off the power. The teams they may have more than one type of energy that must be isolated.
- ✓ Every worker who may be exposed to these energy-related hazards should be part of the lockout and tagout process.
- ✓ Control stored energy (e.g., discharge capacitors or completely drain lines hydraulic).
- ✓ Verify that the power has been completely locked out to the equipment by trying to turn it on and testing it (by an electrical test circuit).
- ✓ Only the worker who puts the locking device (padlock) or tag should be the one to do it.

## ***Important:***

- When the job is finished inspecting to make sure that all tools, mechanical housings, and electrical devices have been removed before turning on the power.
- Notify employees that power has been restored.
- If the lockout and tagout procedure is interrupted by testing or positioning the equipment, the process must be started from the beginning.