

Lockout/Tagout

What is Lockout/Tagout:

Lockout/Tagout is the act of removing hazardous energy (electric, hydraulic, pneumatic, kinetic, potential, etc...) from equipment, prior to performing routine maintenance or repairs of that equipment.

Potential Risk/Hazard:

Employees could be injured by various forms of hazardous energy present in the workplace.

How to Minimize the Risk/Hazard:

By developing a written procedures to safely remove or control these various forms of hazardous energy.

Key Requirements for Compliance:

1. **Designate**
 - Assign a Lockout/Tagout Director.
2. **Inspect**
 - Conduct an initial inspection of all equipment and determine if any form of energy is utilized.
3. **Plan/Procedures**
 - Develop written procedures to safely remove the energy from each piece of equipment and perform lockout/tagout prior to working on that equipment.
 - Prepare and maintain a Lockout/Tagout Safety Plan.
 - Follow energy control procedures.
4. **Equipment**
 - Provide employees with the proper lockout/tagout devices and personal protective equipment (PPE) to safely perform the work.
5. **Training**
 - Provide employees authorized to perform lockout/tagout training prior to initial assignment.
6. **Periodic Inspection**
 - Employee Supervisor should annually observe authorized employees properly performing a lockout/tagout.

My Employees are going to service a piece of Equipment:

1. **Procedures**
 - Utilize and follow the written procedure (completed Energy Control Checklist) to safely remove hazardous energy from the equipment prior to performing work on the equipment.
 - If a written procedure has not yet been developed for the equipment, then develop the procedure by completing the Energy Control Checklist prior to working on the equipment. This procedure should then be followed from this point forward.
2. **Equipment**
 - Ensure that employees have the proper lockout/tagout devices to perform the work.
 - Ensure that employees have the proper PPE to perform the work.
3. **Contact**
 - Contact EMC for further assistance, information or with any questions.