



Lock-Out / Tag-Out

Injuries from 'stored energies' are preventable; communication and testing are key to a safe Lock-out/Tag-out Procedure.

Prior to Work

- ⚠ Workers who perform Lock-out/Tag-out must be able to show proof of receiving appropriate training.
- ⚠ Inspect the equipment to be locked out and establish your **safe-work zone** using the **POST Barricade Standard**.
- ⚠ Inform the **appropriate personnel** that a Lock-out is required, as this may impact the business' equipment.

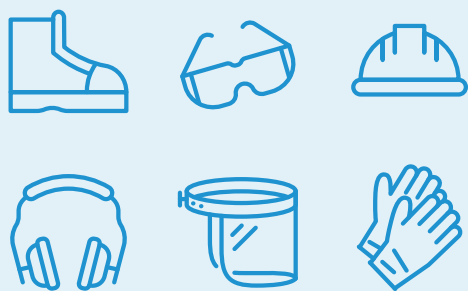
Appropriate PPE

Wear the appropriate **Personal Protective Equipment** and have the **correct type of lock-outs**, including locks and tags.

Examples of lock-outs include:

- Breaker lock-outs for **electrical**
- Blocks, wedges, pins chains for **hydraulic**
- Piston, t-handle, lever gate-valve locks for **pneumatic**

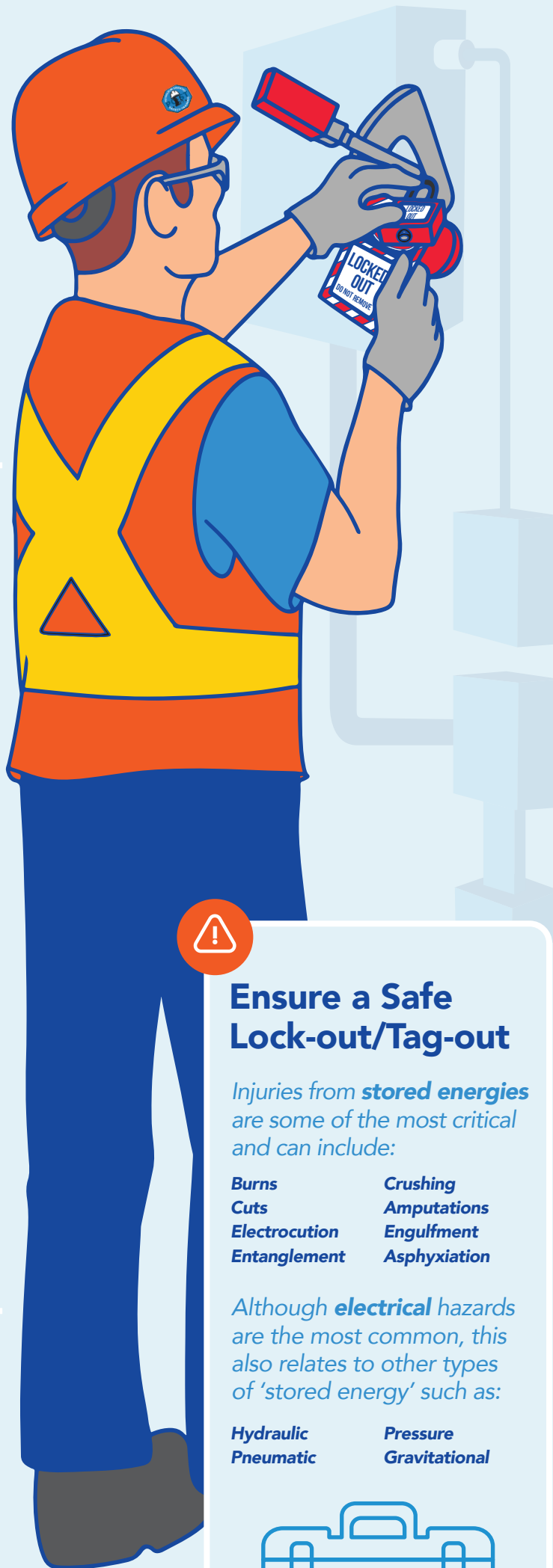
Proper PPE:



Follow Procedure

If you are:

- Leaving equipment locked-out for an extended period
- Performing a transfer of lock ownership with a co-worker
- Performing a forceful lock removal



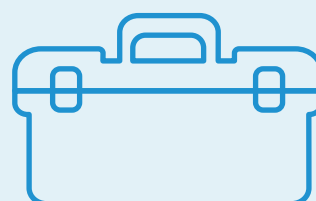
Ensure a Safe Lock-out/Tag-out

Injuries from **stored energies** are some of the most critical and can include:

Burns	Crushing
Cuts	Amputations
Electrocution	Engulfment
Entanglement	Asphyxiation

Although **electrical** hazards are the most common, this also relates to other types of 'stored energy' such as:

Hydraulic	Pressure
Pneumatic	Gravitational



Lockout/Tagout Kit

Step 1

Complete the appropriate safety paperwork;

- Safe-Work Permit / Job-Safety Analysis
- Lock-out / Tag-out Critical Checklist

Step 2

Locate the appropriate source of **energy**, and **isolate** (disconnect from main power source).

Step 3

Attach your 'personal' lock and tag / to the lock-out.

- The key for the lock must remain with the worker at all times
- The tag should contain the following information: your name, equipment effected, date of lock-out and expected date of completion

Step 4

TEST by attempting to **power-on** the equipment; this will ensure you have isolated the correct source of energy.

- ⚠ **Testing is the most crucial step. Most injuries are a result of inadequate testing.**

Step 5

Once work is complete, **inspect equipment** and inform site personnel that energy is about to be restored.

- ⚠ **If multiple locks had been attached to the same lock-out, remove yours, keep equipment barricaded off and make plans to return once energy is restored.**