

Company Name: _____ Dept: _____ Location: _____ Date: _____

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UNCONTROLLED SOURCES OF ENERGY LOCKOUT/TAGOUT

Unprotected sources of stored energy can be very hazardous to mechanical construction workers including: electrical (i.e. panel boxes), mechanical (i.e. mechanical jacks), hydraulic (i.e. aerial lift), pneumatic (i.e. air compressor) and thermal (i.e. steam lines). Workers can be protected from these hazards if the sources of energy are locked out and tagged out.

Lockout means that the source of energy cannot be turned on because a locking device has been placed on the switch, lever, valve, etc.

Tagout means that a warning tag has been attached to the energy source controls to stop others from turning on the source of energy.

If a mechanic has to perform maintenance or repair on any machinery, equipment or process with stored energy, it should be locked out/tagged out by a qualified mechanic. Electricity should be locked out/tagged out at the panel box. Steam, hydraulic and air-line systems should be shut off and bled out before being locked out/tagged out. Otherwise even in the off position, there is still hazardous energy stored in the pipes. Only the mechanic who locked out or tagged out a source of energy should remove the lock and tag.

- ✓ You should require all equipment capable of movement, be de-energized or disengaged and locked out during cleaning, servicing, adjusting or setting up operations whenever required.
- ✓ Locking-out of control circuits in lieu of locking-out main power disconnects should be prohibited.
- ✓ All equipment control valve handles provided should have a means for locking-out.
- ✓ Appropriate employees should be provided individually keyed personal safety locks.
- ✓ Employees should check the safety of the lock out by attempting a start up of the equipment.
- ✓ Where the power disconnecting means for equipment does not also disconnect the electrical control circuit: the appropriate electrical enclosures should be identified and there should be means provided to assure the control circuit can also be disconnected and locked out.

Meeting Conducted By:

Print Name

Signature

Meeting Attended By:

Notes & Suggestions

Document Filing Reference