

Lockout/Tagout

PROJECT / SITE	DATE	TALK LED BY

THE HAZARD

Equipment that starts up while someone is working on it. The switch being off is not the same as the energy being gone.

WHAT GOES WRONG

- Machine switched off but never locked, and someone else restarts it.
- One lock covering several people, so the last worker has no control over the release.
- Stored energy left in the system: springs under tension, raised loads, air or hydraulic pressure.
- Someone cutting off another person's lock because they could not find them.

CONTROLS: BEFORE YOU START

- Follow all six steps: prepare for shutdown, shut down, isolate, apply your lock and tag, release stored energy, then verify.
- Verify the isolation by trying to start the equipment before you put a hand on it.
- One lock per person. If four people are working, there are four locks on the box.
- Relieve or restrain every stored energy source, including raised parts and pressurized lines.
- Never remove a lock that is not yours, no matter who says it is fine.

ASK THE CREW

1. Which piece of equipment on this job would hurt someone worst if it started up?
2. How do you verify an isolation actually worked?
3. Where does stored energy hide on the equipment we are working on today?
4. What do you do at the end of your shift if your lock is still on and you are leaving?

ATTENDANCE RECORD

Everyone present signs below. This sheet is the record of the talk.

PRINT NAME	SIGNATURE
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SUPERVISOR / COMPETENT PERSON	SIGNATURE