



POWER EQUIPMENT SAFETY

TOOLBOX TALK SERIES – LOCKOUT / TAGOUT

Week 3 and Week 4 – January 2022

Hazardous energy in the workplace is responsible for workplace injuries and deaths every year. Many of these deaths and injuries are easily preventable with the use of workplace procedures such as Lockout/Tagout.

Types of Hazardous Energy

- Electrical
- Mechanical
- Thermal
- Gravitational
- Hydraulic
- Pneumatic
- Chemical

Can you provide examples of each?



General Lockout / Tagout Procedures

- Turn the equipment off. This may mean switching the equipment off or utilizing proper shutdown procedures. Ensure all energy is isolated/discharged.
- Placed a locking device on the proper location of the equipment (switch, power source, or breaker).
- Place employee name, date and time work begun on lockout tag attached to locking device.
- Ensure the area is clear and attempt to start equipment while locked. Verify all stored energy is released.
- Ensure equipment is off and meter all electrical sources to ensure electricity is dissipated
- Keep key to locking device with you while working.

LOCKOUT TAGOUT	
Notify Employees	Notify affected employees that the machine or equipment will be shut down and locked out.
Shutdown Equipment	Shut down the equipment or machinery using normal procedures.
Isolate Energy	Isolate all energy sources by blocking, bleeding and venting stored energy as found in springs, hydraulic and pneumatic systems.
Attach Lock & Tag Devices	Lock out all switches and energy controls with assigned locks and tags.
Verify Lockout	Test machinery to make sure it can't start up. (Use the normal start procedure.)

For SAFETY