Lockout Tagout

Mini Module
Lock Out/Tag Out

- OSHA 1910.147
- Protects Employees
- Written Procedures
- Affordable preventive measure
- Best Practice for farm – not difficult

Best Practice!
Lock Out/Tag Out

- Prevents release of hazardous energy.
- Power sources “isolated and rendered inoperative”.
- Includes stored or residual energy.
- De-energizes machines & equipment.
- Uses energy isolating devices.

**Energies** – electrical, mechanical, hydraulic, pneumatic, chemical, thermal, gravity, and others.
Lock Out/Tag Out

Protects Employees & You:

- From injury.
- From unexpected startup.
- During service & maintenance work.
- Working near exposed electrical conductors & parts of electrical equipment.

Keeps others from turning machines on!
Lock Out/Tag Out Requirements

- ONLY authorized employees perform LOTO.
- ALL Employees must be trained.
- Use proper locks and tags.
- Written LOTO procedures.
- Review procedures annually.
- Follow LOTO each time – every time.
Lock Out Requirements

**Lock Out** - isolation of energy from the system (a machine, equipment, or process) which physically locks the system in a safe mode.
Tag Out – Labeling process to indicate why LOTO is required & equipment being controlled cannot be operated until tag is removed.
Lock out/Tag out – Try Out!

All Procedures include:

- Tell how to use procedures.
- Specific steps
  - To shut down, isolate, block, & secure machine.
  - Safely place, remove, & transfer of LOTO devices
  - To test machine & verify energy is Locked out.
- Identify responsible person for LOTO.
Lock Out/Tag Out - Try Out!

1. Prepare for shutdown –
   - Notify affected persons of LOTO.
2. Shut down machine.
   - Release or restrain stored energy.
3. Disconnect or isolate ALL energy sources.
4. LOTO - Install locks on energy sources & tag machines.
5. Tryout – test LOTO by attempting to start.
6. Begin maintenance/service work.
   - Complete work.
   - Clean up area of tools.

7. Notify persons of intended start-up.
   - Ensure people are safe distance.

8. Start – up.
   - Remove lock out devices.
   - Start-up & verify working normally.
   - Remove tags.
Lock Out/Tag Out Example

1. Out of Service Tag
2. Isolation point
3. Safety hasp
4. Safety lock
5. Danger tag
Why LOTO for Farms

• Father & son discussed need to check a cross auger on top of a bin.
• No responsibility assigned.
• Dad checked auger; did not like what he heard.
• Dad got on top of bin & stuck his arm in the auger.
• Son decided to check the auger.
• Father lost his forearm.
Why LOTO for Farms

If they had a system in place — dad would still have his arm and son wouldn’t have his GUILT.

What a farm can do:
- Put a tag on it – Warning.
- Use locks.
- Use a hairpin cotter key.

Use of OSHA procedures is strongly recommended.
LOCKOUT / TAGOUT PROCEDURE

Equipment or Process: Dry Leg

Type of lockout needed: Pad Lock, and Tag

All energy must be locked out before maintenance is to begin. To lockout the Dry Leg take the following steps:

**STEP 1** – PREPARE FOR SHUTDOWN, NOTIFY ALL AFFECTED EMPLOYEES RADIO OR DIRECT COMMUNICATION

**STEP 2** – IN NORTH ELECTRICAL SHED DISCONNECT ELECTRICAL MAIN LABELED “DRY LEG”. PLACE PADLOCK AND TAG ON THE MAIN SWITCH ARM

**STEP 3** – VERIFY THAT ENERGY IS ISOLATED BY ATTEMPTING TO START THE MACHINE.

**STEP 4** – BEGIN MAINTENANCE.

**STEP 5** – WHEN ACTIVITY IS COMPLETED, CLEAR ALL TOOLS, EQUIPMENT, AND PERSONNEL FROM AREA.

**STEP 6** – NOTIFY AFFECTED EMPLOYEES OF REACTIVATION.

**STEP 7** – REMOVE LOCKOUT DEVICES.

**STEP 8** – REACTIVATE MACHINE AND VERIFY NORMAL OPERATION.