According to OSHA, following proper lockout/tagout procedures prevents an estimated 120 fatalities and 50,000 injuries each year. Learn how to lockout/tagout and avoid unnecessary risk.

1. Notify all employees about the required lockout
2. Shut down equipment using normal stopping procedure
3. Locate and isolate equipment from all energy sources
4. Release any stored energy
5. Lockout all switches and controls with assigned locks and tags
6. After ensuring that no personnel are exposed, operate the normal operating controls to make sure equipment won’t operate
7. Perform servicing
8. Remove the lockout device
9. Once work is completed, notify all employees

DO NOT OPERATE
EQUIPMENT LOCKED OUT BY
NAME: John Smith
DATE: 2/26/16
RETURN EQUIPMENT TO ‘OFF’ STATE AFTER TEST

MAY IS NATIONAL ELECTRICAL SAFETY MONTH

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