<table>
<thead>
<tr>
<th>Equipment #</th>
<th>Equipment Name</th>
<th>Equipment Location</th>
<th>Main Energy Source(s)</th>
<th>Energy Level</th>
<th>Residual Energy Source(s)</th>
<th>Location of Disconnects</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>1.5 Ton Jib Hoist</td>
<td>Fleet High Bay</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic</td>
<td>Disconnect on wall next to unit</td>
</tr>
<tr>
<td>8</td>
<td>1/4 ton jib hoist</td>
<td>Electrical Equipment Shop</td>
<td>Pneumatic</td>
<td>120 PSI</td>
<td>Kinetic</td>
<td>Disconnect located on or near each unit</td>
</tr>
<tr>
<td>7</td>
<td>1/4 Ton Jib Hoist</td>
<td>Paint booth</td>
<td>Pneumatic</td>
<td>120 PSI</td>
<td>Kinetic</td>
<td>Disconnect located next to loading dock</td>
</tr>
<tr>
<td>19</td>
<td>25 ton Floor Hoist</td>
<td>Fleet</td>
<td>Hydraulic</td>
<td>480 &amp; 115 volts</td>
<td>Kinetic, Hydraulic</td>
<td>Disconnect on panel for 480</td>
</tr>
<tr>
<td>74</td>
<td>25 ton bumper jack</td>
<td>Fleet</td>
<td>Pneumatic</td>
<td>120 PSI</td>
<td>Kinetic</td>
<td>Air chuck on equipment</td>
</tr>
<tr>
<td>21</td>
<td>27 Ton Floor Hoist</td>
<td>Fleet</td>
<td>Air</td>
<td>480 volts</td>
<td>Kinetic, Hydraulic</td>
<td>Lockable safety switch located between doors 5 &amp; 6</td>
</tr>
<tr>
<td>22</td>
<td>5 Ton Overhead Hoist</td>
<td>Fleet</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic</td>
<td>Disconnect mounted on wall next to</td>
</tr>
<tr>
<td>20</td>
<td>6 Ton - 4 post drive on</td>
<td>Electric/Air</td>
<td>240 volts</td>
<td></td>
<td>Kinetic</td>
<td>Disconnect on wall in front of hoist</td>
</tr>
<tr>
<td>75</td>
<td>2 Ton Jib Hoist</td>
<td>Electric</td>
<td>120 volts</td>
<td></td>
<td>Mechanical</td>
<td>2nd floor floor behind break room</td>
</tr>
<tr>
<td>42</td>
<td>80 KVA UPS</td>
<td>I.T. Phone Room</td>
<td>Electric</td>
<td>d.c.</td>
<td>Battery DC voltage</td>
<td>UPS breaker panels located in IT phone room</td>
</tr>
<tr>
<td>29</td>
<td>Air Compressor</td>
<td>Fleet Mezz</td>
<td>Electric</td>
<td>480 volts</td>
<td>Pneumatic</td>
<td>Switch mounted on stand between comp.</td>
</tr>
<tr>
<td>49</td>
<td>Air Handling Unit (AHU)</td>
<td>Mezz in Warehouse</td>
<td>Electric</td>
<td>480 volts</td>
<td>Centrifugal</td>
<td>Disconnect located on N wall right below the</td>
</tr>
<tr>
<td>60</td>
<td>Band Saw</td>
<td>Fleet / Shop</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>Unit</td>
</tr>
<tr>
<td>63</td>
<td>Battery Charger</td>
<td>Warehouse, Transformer Shop</td>
<td>Electric</td>
<td>480 volts</td>
<td>n/a</td>
<td>Located next to each charger (or plug in)</td>
</tr>
<tr>
<td>40</td>
<td>Bi-Fold Door Operators</td>
<td>Heated/Cold Garage/Fleet</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic, Mechanical</td>
<td>Disconnect mounted on wall next to</td>
</tr>
<tr>
<td>70</td>
<td>Brake Lathe</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal / Heat</td>
<td>Controls for each door</td>
</tr>
<tr>
<td>15</td>
<td>Car Wash</td>
<td>Fleet</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic</td>
<td>Plug</td>
</tr>
<tr>
<td>14</td>
<td>Cement Mixer</td>
<td>Facility Maintenance</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>Plug</td>
</tr>
<tr>
<td>54</td>
<td>Central Vacuum System</td>
<td>System Operations</td>
<td>Electric</td>
<td>120 volts</td>
<td>Thermal</td>
<td>Plug</td>
</tr>
<tr>
<td>13</td>
<td>Chainsaw</td>
<td>Facility Maintenance</td>
<td>Gas</td>
<td></td>
<td>Kinetic, Thermal</td>
<td>Spark Plug</td>
</tr>
<tr>
<td>50</td>
<td>Cooling Tower</td>
<td>Pump Rm Heated Garage</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic, Chemicals</td>
<td>North wall - outside - mounted near</td>
</tr>
<tr>
<td>65</td>
<td>Crimping Press</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Mechanical</td>
<td>Control box next to cooling tower</td>
</tr>
<tr>
<td>62</td>
<td>Cubicle Panels</td>
<td>Office</td>
<td>Electric</td>
<td>120/208 volts</td>
<td>n/a</td>
<td>Various - consult prints.</td>
</tr>
<tr>
<td>68</td>
<td>Cut Off Saw</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>Plug</td>
</tr>
<tr>
<td>44</td>
<td>Dish washer</td>
<td>Kitchens - Staff Center, Board Room,</td>
<td>Electric</td>
<td>120 volts</td>
<td>Thermal</td>
<td>Plug</td>
</tr>
<tr>
<td>59</td>
<td>Dock Levelers</td>
<td>Warehouse/Loading Dock</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic, Hydraulic</td>
<td>Disconnects located just above controls</td>
</tr>
<tr>
<td>57</td>
<td>Drill Press</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>Plug</td>
</tr>
<tr>
<td>53</td>
<td>Electric Range/Oven</td>
<td>Staff Center, Sysops</td>
<td>Electric</td>
<td>208 volts</td>
<td>Thermal</td>
<td>At the control panels / heating element boxes</td>
</tr>
<tr>
<td>47</td>
<td>Elevator</td>
<td>Main Office area (B1 &amp; B2)</td>
<td>Electric</td>
<td>480 &amp; 120 v.</td>
<td>Kinetic</td>
<td>Breakers located in panels throughout building</td>
</tr>
<tr>
<td>64</td>
<td>Safety Shower hot water system</td>
<td>Warm storage - West wall - above roll up door to whse.</td>
<td>Electric</td>
<td>480 volts</td>
<td>Thermal, Hydraulic</td>
<td>Disconnects for gas and electric located at generator</td>
</tr>
<tr>
<td>52</td>
<td>Exhaust Fans</td>
<td>Rooftop</td>
<td>Electric</td>
<td>120(volts)</td>
<td>Centrifugal</td>
<td>Disconnects located inside generator</td>
</tr>
<tr>
<td>78</td>
<td>Generator - Anoka Tower</td>
<td>Anoka Tower - outside control shed</td>
<td>Electric, Propane</td>
<td>120V, Flammable gas</td>
<td>Kinetic, Thermal</td>
<td>Disconnects located inside generator</td>
</tr>
<tr>
<td>49</td>
<td>Generator - back up</td>
<td>Outside of Bi-Fold door 14</td>
<td>Electric</td>
<td>480 volts</td>
<td>Kinetic, Electronic</td>
<td>Disconnects located inside generator</td>
</tr>
<tr>
<td>9</td>
<td>Fire Alarm Panel</td>
<td>Electrical Room 1 floor Office</td>
<td>Electric</td>
<td>120 volts - 12 volt 7.2 AH</td>
<td>Battery Backup</td>
<td>Breaker</td>
</tr>
<tr>
<td>58</td>
<td>Golf Cart</td>
<td>Warehouse / Fleet</td>
<td>DC Electric</td>
<td>36 volts DC</td>
<td>Kinetic</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>35</td>
<td>Heat Pumps</td>
<td>Gen. Office/Heated Garage</td>
<td>Electric</td>
<td>480 &amp; 277 volts</td>
<td>Hydraulic (water)</td>
<td>Disconnect located on or near each unit</td>
</tr>
<tr>
<td>2</td>
<td>Heat Recovery Unit 1</td>
<td>Cold Storage Roof Top</td>
<td>Electric</td>
<td>480 volts</td>
<td>Thermal</td>
<td>Disconnect located on or near each unit</td>
</tr>
<tr>
<td>2</td>
<td>Heat Recovery Unit 2</td>
<td>Cold Storage Roof Top</td>
<td>Electric</td>
<td>480 volts</td>
<td>Thermal</td>
<td>All located on the unit</td>
</tr>
<tr>
<td>69</td>
<td>Hose Crimper</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>At motors, heat on adjacent wall</td>
</tr>
<tr>
<td>67</td>
<td>Hose Saw</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal</td>
<td>Plug</td>
</tr>
<tr>
<td>73</td>
<td>Hydraulic Press</td>
<td>Fleet</td>
<td>Pneumatic</td>
<td>180 PSI</td>
<td>Kinetic</td>
<td>Hose / Coupling</td>
</tr>
<tr>
<td>38</td>
<td>Ice Maker</td>
<td>Heated Garage</td>
<td>Electric</td>
<td>120 volts</td>
<td>Thermal, Hydraulic</td>
<td>Plug</td>
</tr>
<tr>
<td>72</td>
<td>Irrigation Controls</td>
<td>Customer premise(s)</td>
<td>Electric</td>
<td>480 volts</td>
<td>n/a</td>
<td>Various - customer owned</td>
</tr>
<tr>
<td>37</td>
<td>Irrigation System</td>
<td>Heated Garage</td>
<td>Electric</td>
<td>120 volts</td>
<td>Hydraulic</td>
<td>Breaker</td>
</tr>
<tr>
<td>17</td>
<td>Large trucks - bucket/digger</td>
<td>Fleet</td>
<td>Diesel</td>
<td>480 volts</td>
<td>Therm, Hydraulic,</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>41</td>
<td>Liebert Units - cooling system for IT</td>
<td>I.T. Mezzanine</td>
<td>Electric</td>
<td>480 &amp; 120 volts</td>
<td>Thermal, Chemical</td>
<td>Disconnect located on wall next to each unit</td>
</tr>
<tr>
<td>61</td>
<td>Lighting - Parking Lot</td>
<td>Lot &amp; Yard</td>
<td>Electric</td>
<td>277, 240, 120 Volts</td>
<td>Heat</td>
<td>Various - consult prints - disconnects located within Lighting Control Panels</td>
</tr>
<tr>
<td>Equipment #</td>
<td>Equipment Name</td>
<td>Equipment Location</td>
<td>Main Energy Source(s)</td>
<td>Energy Level</td>
<td>Residual Energy Source(s)</td>
<td>Location of Disconnects</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------</td>
<td>-----------------------------</td>
<td>---------------------------</td>
<td>-----------------------------------</td>
<td>---------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>30</td>
<td>Lubrication System</td>
<td>Fleet Mezz</td>
<td>Electric</td>
<td>480 volts / 180 PSI</td>
<td>Pneumatic</td>
<td>Ball Valve at system controls</td>
</tr>
<tr>
<td>45</td>
<td>Micro Wave Ovens</td>
<td>Kitchens - Staff Center, Board Room,</td>
<td>Electric</td>
<td>120 volts</td>
<td>-</td>
<td>Plug</td>
</tr>
<tr>
<td>4</td>
<td>Office main lighting</td>
<td>Connexus Energy Campus</td>
<td>Electric</td>
<td>277 volts</td>
<td>Heat</td>
<td>Circuit Breakers in Electrical rooms E (B2), A, B, C</td>
</tr>
<tr>
<td>77</td>
<td>Parts Washer - Solvent</td>
<td>Fleet - 2 locations</td>
<td>Electric</td>
<td>120 volts</td>
<td>-</td>
<td>Plug</td>
</tr>
<tr>
<td>26</td>
<td>Parts Washer - hot water</td>
<td>Fleet High Bay</td>
<td>Electric</td>
<td>480 volts</td>
<td>Thermal</td>
<td>Plug</td>
</tr>
<tr>
<td>78</td>
<td>Paint booth ventilation system</td>
<td>on center / top of structure. Diffuser</td>
<td>Electric, Gas</td>
<td>480 volts, Low press gas line</td>
<td>Kinetic, Thermal, Mechanical</td>
<td>Panel on mixing booth contains all breakers - seconds above paint booth at the blower and diffuser</td>
</tr>
<tr>
<td>5</td>
<td>Pass Point Security System</td>
<td>Connexus Energy Campus</td>
<td>Electric</td>
<td>120 volts - 12 volt 7.2 AH</td>
<td>-</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>18</td>
<td>Passenger trucks</td>
<td>Fleet</td>
<td>Gas</td>
<td>Gasoline/Diesel engine</td>
<td>Thermal, Kinetic, Mechanical</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>66</td>
<td>Power Hacksaw</td>
<td>Electric</td>
<td>120 volts</td>
<td>Reciprocating</td>
<td>Mechanical</td>
<td>Plug</td>
</tr>
<tr>
<td>16</td>
<td>Pressure Washer</td>
<td>Fleet</td>
<td>Electric</td>
<td>480 volts</td>
<td>Heat</td>
<td>On the unit</td>
</tr>
<tr>
<td>39</td>
<td>Q-mark Heaters</td>
<td>Heated/Cold Garage</td>
<td>Electric</td>
<td>480 volts</td>
<td>-</td>
<td>Breaker</td>
</tr>
<tr>
<td>6</td>
<td>Camera System</td>
<td>Connexus Energy Campus</td>
<td>Electric</td>
<td>120 volts</td>
<td>-</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>46</td>
<td>Refrigerator(s)</td>
<td>Fleet Break room, Sysops</td>
<td>Electric</td>
<td>120 volts</td>
<td>Thermal</td>
<td>Unplug</td>
</tr>
<tr>
<td>3</td>
<td>Roll Up doors</td>
<td>Cold Storage / Warehouse / Fleet Solar Garden - fenced control panel area</td>
<td>Electric</td>
<td>120 volts</td>
<td>Kinetic energy</td>
<td>Current interrupting switch located near motor</td>
</tr>
<tr>
<td>79</td>
<td>Solar Garden</td>
<td>Electric</td>
<td>DC</td>
<td>None</td>
<td></td>
<td>On control panel for solar garden equipment - and in each row of panels</td>
</tr>
<tr>
<td>57</td>
<td>Scissor Lift</td>
<td>Warehouse</td>
<td>Electric</td>
<td>V DC</td>
<td>Kinetic, Hydraulic</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>65</td>
<td>Sweeper - LP</td>
<td>Warehouse</td>
<td>LP</td>
<td>Engine</td>
<td>Thermal</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>12</td>
<td>Table saw</td>
<td>Facility Maintenance</td>
<td>Electric</td>
<td>120 volts</td>
<td>Mechanical</td>
<td>Plug</td>
</tr>
<tr>
<td>30</td>
<td>Tire Changer</td>
<td>Fleet</td>
<td>Pneumatic</td>
<td>120 psi</td>
<td>Centrifugal</td>
<td>Plug</td>
</tr>
<tr>
<td>24</td>
<td>Tire Balancer</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Mechanical</td>
<td>Plug</td>
</tr>
<tr>
<td>11</td>
<td>Tractors</td>
<td>Facility Maintenance</td>
<td>Petroleum</td>
<td>HP</td>
<td>Hydraulic</td>
<td>Key / Battery Terminals</td>
</tr>
<tr>
<td>81</td>
<td>Ventilator - mobile</td>
<td>Fleet Welding area</td>
<td>Electric</td>
<td>120 volts</td>
<td>Centrifugal (fan)</td>
<td>Plug</td>
</tr>
<tr>
<td>10</td>
<td>Wall Panel Heaters</td>
<td>Entry Doors/HR</td>
<td>Electric</td>
<td>480 &amp; 208 volts</td>
<td>Heat</td>
<td>Label inside units detail where breaker is Disconnect located on wall next to each water heater</td>
</tr>
<tr>
<td>43</td>
<td>Water Heaters</td>
<td>Janitorial Closet/Warehouse</td>
<td>Electric</td>
<td>277 &amp; 480 volts</td>
<td>Heat</td>
<td>Water heater</td>
</tr>
<tr>
<td>36</td>
<td>Water Softener</td>
<td>Heated Garage</td>
<td>Electric</td>
<td>120 volts</td>
<td>-</td>
<td>Breaker</td>
</tr>
<tr>
<td>71</td>
<td>Welder(s)</td>
<td>Fleet</td>
<td>Electric</td>
<td>480 volts</td>
<td>Heat / Capacitance</td>
<td>Plug</td>
</tr>
<tr>
<td>82</td>
<td>Portable AC unit</td>
<td>Fleet</td>
<td>Electric</td>
<td>120 volts</td>
<td>Bacterial</td>
<td>Plug</td>
</tr>
<tr>
<td>83</td>
<td>Floor Scrubber</td>
<td>Fleet</td>
<td>Battery</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
Lockout Procedure # 1  Lockout Procedure for Heat Recovery Unit 2

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   2 pull down disconnects - each located on the exterior of the unit. Turn the disconnect to the "off" position.
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   NA

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   NA

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   NA

   Possible residual heat on the heating coil and defroster - check both for heat before beginning work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
B. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 2  Lockout Procedure for Heat Recovery Unit 1

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.

5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

   Possible residual heat on the heating coil and defroster - check both for heat before beginning work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   **Power interrupting switch located near motor for each door. Move switch lever to the "off" position**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   NA

   **Mechanical** – (location of & release method)

   NA

   **Thermal** – (location of & release method)

   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   NA

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   Doors have a spring which when in the down position is under tension - if performing work that requires the spring be replaced or adjusted, a factory trained technician will perform the work. Door if in the up position will have potential energy stored - secure by chain or other restraining means if disconnecting drive.

   **Mechanical** – (location of & release method)

   NA

   **Thermal** – (location of & release method)

   NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 4  Lockout Procedure for Office Lights - recessed CFL’s

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Circuit Breakers in Electrical rooms E (B2), A, B, C - circuit locations located on each recessed can light

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   NA

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   NA

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   NA

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   Recessed can and light may retain enough heat to cause a burn. Check the light and the can for heat before starting work - heat & cut resistant gloves recommended.

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>Circuit breakers located in system operations UPS panel - turn circuit breaker to the off position</td>
</tr>
<tr>
<td>Inertial</td>
<td>NA</td>
</tr>
<tr>
<td>Pneumatic</td>
<td>NA</td>
</tr>
<tr>
<td>Hydraulic</td>
<td>NA</td>
</tr>
<tr>
<td>Vacuum</td>
<td>NA</td>
</tr>
<tr>
<td>Springs</td>
<td>NA</td>
</tr>
<tr>
<td>Gravity</td>
<td>NA</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>NA</td>
</tr>
<tr>
<td>Inertial</td>
<td>NA</td>
</tr>
<tr>
<td>Pneumatic</td>
<td>NA</td>
</tr>
<tr>
<td>Hydraulic</td>
<td>NA</td>
</tr>
<tr>
<td>Vacuum</td>
<td>NA</td>
</tr>
<tr>
<td>Springs</td>
<td>NA</td>
</tr>
<tr>
<td>Gravity</td>
<td>NA</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 7

Lockout Procedure for 2 ton jib hoist

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Pneumatic line with quick disconnect and ball valve shut off readily accessible at the machine
   - Mechanical – (location of & release method)
   - NA
   - Thermal – (location of & release method)
   - NA
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Pneumatic lines should not be disconnected or ball valves locked off until load has been relieved. Some residual pressure may remain - bleed off air before working on.
   - Mechanical – (location of & release method)
   - NA
   - Thermal – (location of & release method)
   - NA
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for 1/4 ton jib hoist

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed.
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**
   Circuit breaker(s) located in Electrical room B next to the Fire Alarm Panel - turn breaker to the off position (this system has a 12V battery backup).

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**
   NA

   **Mechanical – (location of & release method)**
   NA

   **Thermal – (location of & release method)**
   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**
   NA

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**
   NA

   **Mechanical – (location of & release method)**
   NA

   **Thermal – (location of & release method)**
   NA

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

   Heaters should be allowed to cool for a minimum of 10 minutes before performing work.

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

   The only exception to item E is:

   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
  a) Verified that the person who installed it is no longer on site
  b) Made every reasonable effort to contact that person
  c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
- a) Verified that the person who installed it is no longer on site
- b) Made every reasonable effort to contact that person
- c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 13  Lockout Procedure for Chainsaw

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)

Cylinders may still maintain some compression - when removing plugs or engine components bleed any residual pressure.

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Plug connected equipment - remove plug and secure before beginning work.

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   After mixer power is disconnected ensure the drum has come to a complete stop. Remove any material in the mixing drum before working on the equipment.

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 15  Lockout Procedure for Car Wash

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**

   System disconnect located at equipment behind fleet break on 2nd floor

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
16 Lockout Procedure for Pressure Washer

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   
   **Electrical – (location of & release method)**
   
   Disconnect located on machine (on control box)
   
   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)**
   
   **Mechanical – (location of & release method)**
   
   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   
   **Electrical – (location of & release method)**
   
   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)**
   
   Relieve hose pressure by operating wand after turning off power
   
   **Mechanical – (location of & release method)**
   
   **Thermal – (location of & release method)**
   
   Should be allowed to cool for 10 minutes before performing work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   12v tpo 120v inverters present on many trucks - disconnect inverter before performing electrical system work

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   Hydraulic system - any load or raised implement must be retracted, restrained, or lowered before work begins. Tires must be blocked or hoist used to prevent rolling forward or back.

   **Mechanical** – (location of & release method)

   Cylinders may still maintain some compression - when removing plugs or engine components bleed any residual pressure.

   **Thermal** – (location of & release method)

   Engine should be allowed to cool below 100F, or use gloves and long sleeved clothing while performing work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**

By management who have:
 a) Verified that the person who installed it is no longer on site
 b) Made every reasonable effort to contact that person
 c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 18   Lockout Procedure for Passenger trucks / vehicles

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Key operated ignition - ignition must be turned to the off position OR battery leads disconnected before beginning work

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Disconnect located on the control panel for the hoist

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Any load must be lowered - hoist lowered or blocked before beginning work

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

   The only exception to item E is:

   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   
   **Electrical – (location of & release method)**
   
   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)**
   
   **Mechanical – (location of & release method)**
   
   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:
   
   **Electrical – (location of & release method)**
   
   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)**
   
   **Any load must be lowered - hoist lowered or blocked before beginning work**
   
   **Mechanical – (location of & release method)**
   
   **Thermal – (location of & release method)**

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for 27 ton floor hoist

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   
   **Electrical – (location of & release method)**
   
   Disconnect located next to the motor for the hydraulic supply system

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following *stored energy* must be relieved, disconnected, or restrained before the work can commence:
   
   **Electrical – (location of & release method)**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

   Any load must be lowered - hoist lowered or blocked before beginning work

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 22  Lockout Procedure for 5 Ton Overhead Hoist

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Lockable safety switch located between doors 5 & 6

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   Mechanical – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   Any load must be lowered - hoist lowered or blocked before beginning work

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure #23   Lockout Procedure for Hydraulic Press

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Remove air hose via quick disconnect - bleed all residual pressure from press

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Cylinder return springs - cause cylinder to return to the up position - restrain or remove before work

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Plug in power source - disconnect plug from receptacle & secure

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following *stored energy* must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   - High degree of inertial energy from tire spinning - must be allowed to come to a stop before performing work

   **Mechanical** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   - **Electrical** – (location of & release method)

   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   - **Mechanical** – (location of & release method)

   - **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   - **Electrical** – (location of & release method)

   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   - **Mechanical** – (location of & release method)

   - **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   Plug connected equipment - remove plug and secure before beginning work.

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   Turn off water supply by means of ball valve located next to machine

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical / Chemical** – (location of & release method)

   **Thermal** – (location of & release method)

   **May be high degree of heat in fluid - ensure all fluid in reservoir before beginning work**

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure 

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Lockable safety switch located near the support column for the unit
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Any load must be lowered - hoist lowered or blocked before beginning work

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 28

Lockout Procedure for Fuel Pumps

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.

Any work to be performed must be done by a licensed and qualified contractor due to the explosive nature of gasoline fumes.
Lockout Procedure # 29  Lockout Procedure for  Air Compressor

This procedure has been developed to prevent the injury and/or death of a person or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   
   Electrical – (location of & release method)
   Disconnect located directly beside the compressor on a pedestal / stand - turn the disconnect to the off position before starting any work (including checking fluid levels) other than a visual inspection

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Potentially 180 PSI of pressure (compressed air) in tanks and lines - if air lines or mechanical portions of the compressor are to be serviced, isolate and lock out the area and bleed off all air pressure before beginning work

   Mechanical – (location of & release method)

   Relieve all stored air pressure if performing work OTHER than a simple a simple oil change. Belts, pulleys, flywheels must all be at a complete stop before beginning work.

   Thermal – (location of & release method)

   Motor and moving parts may have high heat levels - allow to cool and check before beginning work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.

Revision 2 - 02/29/2011 - CWJ
Lockout Procedure # 30  Lockout Procedure for Lubrication system

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical / Chemical – (location of & release method)
   - Thermal – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/ Gravity– (location of & release method)

   Mechanical/Chemical – (location of & release method)

   Ensure that valve controlling LP into the engine is completely closed and line disconnected before beginning work. Use gloves that protect against temperature extremes when handling propane.

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Lower forks/bleed hydraulic system pressure before beginning work. Block wheels or secure against inadvertant movement.

   Mechanical/Chemical – (location of & release method)

   Battery acid extremely corrosive - if removing batteries use extreme care the keep acid from release.

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed.
A. Work area must be checked to ensure all personnel safely positioned.
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Gates are heavy - ensure they are restrained against movement (chain or cable).
   - Mechanical – (location of & release method)
   - Chains may bind - if so cover chain under tension with tarp or other energy diffusing material & release tension.
   - Thermal – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
B. Reinstall any guards (exception is for temporary energization to verify work successful).
C. Any employees affected by start up must be informed.
D. Work area must be checked to ensure all personnel safely positioned.
E. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
  a) Verified that the person who installed it is no longer on site
  b) Made every reasonable effort to contact that person
  c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Gate Motors South

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/ Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/ Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

- A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
- A. Reinstall any guards (exception is for temporary energization to verify work successful).
- A. Any employees affected by start up must be informed
- A. Work area must be checked to ensure all personnel safely positioned
- A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
B. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
B. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure #36 Lockout Procedure for Water Softener

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
- A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
- A. Reinstall any guards (exception is for temporary energization to verify work successful).
- A. Any employees affected by start up must be informed.
- A. Work area must be checked to ensure all personnel safely positioned.
- A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Irrigation System

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Plug connected equipment - remove plug and secure before beginning work.
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity– (location of & release method)
   - Water supply to be shut off with ball valve disconnect located near the water softener (labeled with a tag "outside water")
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity– (location of & release method)
   - Bleed off city water pressure - bleed off valve located next to water softener.
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:

   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 38  Lockout Procedure for Ice Maker

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

Compressor may retain enough heat to cause a burn - check temp before beginning work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.

Water supply to be shut off with ball valve disconnect just to the right of the ice maker

Plug connected equipment - remove plug and secure before beginning work.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Lockable safety switch is located directly next to each heater

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

   Heaters will retain high temperatures for at least 5 minutes after power is turned off - use adequate cool down period before beginning work.

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 40  Lockout Procedure for Bi Fold Door Operators

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 41  Lockout Procedure for Liebert Units (Cooling System)

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - UPS is essentially large battery & transformer system - batteries must be disconnected at each section - capacitors must be de-energized - this is to be performed by a factory trained technician using the manual for the equipment
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

   Batteries are comprised of "gel cells" - corrosive / acidic paste - do not expose this to yourself or the workplace

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 43  Lockout Procedure for Water Heaters

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
4. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
     Disconnect located at each unit - if not a locking disconnect present, locate the correct breaker in panel and turn ti to the off position
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
5. If work involves the water storage container - drain to empty before performing work
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   - A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   - A. Reinstall any guards (exception is for temporary energization to verify work successful).
   - A. Any employees affected by start up must be informed
   - A. Work area must be checked to ensure all personnel safely positioned
   - A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
   - By management who have:
     a) Verified that the person who installed it is no longer on site
     b) Made every reasonable effort to contact that person
     c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   Locate breaker in electrical room C - turn breaker to the off position.

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   Immediately after opening door during wash or rinse cycle, water impeller may still be spinning - allow it to come to a complete stop

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

   Heating element, water, and contents may exceed 130 degrees directly after stopping operation - open the door and allow a 10 minute cool down period

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   Remove plug from wall socket and isolate

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity**– (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

   **Contents of the oven may be hot - remove the contents before working on the equipment**

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

_The only exception to item E is:_

By management who have:
    a) Verified that the person who installed it is no longer on site
    b) Made every reasonable effort to contact that person
    c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)

**Compressor and cooling fins may be hot - allow 10 minute cool down period before performing work on these components**

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed.
   A. Work area must be checked to ensure all personnel safely positioned.
   A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**
   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)
   - Disconnect located in the elevator control room

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Elevator must be lowered to the lowest point of its travel before the power is disconnected - if this is not possible then a factory trained technician must complete the work

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Air Handling Unit (AHU)

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
     Disconnect located in panel adjacent to the unit - three disconnects must be operated to effectively deenergize - fan motor, heater (large panel next to fan motor disconnect), cooler/DX unit (also in large panel next to fan motor disconnect).
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Fan** must come to a complete stop, and be secured before beginning work
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
     Heaters must be allowed to cool for 10 minutes prior to beginning work
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*
   By management who have:
     a) Verified that the person who installed it is no longer on site
     b) Made every reasonable effort to contact that person
     c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Facilit back up Generator

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before deenergizing the equipment:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Lockable disconnect located on wall adjacent to cooling tower - turn to the off position before beginning work but AFTER locking out the pump controllers for the biocides (see below)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Water drains back after approximately 30 seconds after being shut off - allow it to drain before beginning work

   Mechanical – (location of & release method)

   Chemical / Thermal – (location of & release method)

   Lockout the three chemical pump controllers inside the pump room - this will keep water treatment chemicals from entering the cooling tower sump while it is being worked on

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Geothermal Pumps

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start-up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   Each geothermal pump has a lockable safety switch labeled with the corresponding pump number mounted next to it. Lock out the appropriate switch before beginning work - see valve closure sequence below.

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   Pump needs to be manually isolated as it may turn backwards with the other pumps still running - ensure that the valve on the supply side is closed before beginning work. There is an automatic valve on the discharge side that should close automatically - check position and close if found open before beginning work

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**
   Locate the circuit breaker or motor control safety switch in the appropriate panel (labeled on each fan) - set it to the off position before beginning work.

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

   **Mechanical – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**
   Fan must be allowed to come to a complete stop - if working in such a manner that you are exposed to the blades, the blades shall be restrained or removed from the drive shaft.

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**
   Motor may be extremely hot - allow 5 minutes to cool (or measure at less than 20 deg ambient temp)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 53  Lockout Procedure for Electric Range / Oven

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   
   **Electrical** – (location of & release method)

   Locate appropriate circuit breaker within panel (oven will be labeled) - set to the off position before beginning work

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

   Range and stove may have extremely high heat levels - these must be allowed to cool within 20 deg F of ambient temp. These will be measured by a thermometer or similar device before beginning work.

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
  
a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 55  Lockout Procedure for LP Sweeper

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity – (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Floor Scrubber

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   Disconnect battery terminals before beginning work.

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following *stored energy* must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)

   If working on cleaning delivery system ensure the tank is drained before beginning work.

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   24V DC - disconnect battery leads before beginning work

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Hydraulic pressure present if lift is in the up position - release or block so that the platform cannot crush the person working on it.

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - Electrical – (location of & release method)
     - 12V DC - disconnect battery terminals before beginning work
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - Electrical – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Block tires if on an incline - ensure vehicle is at a complete stop before beginning work
   - Mechanical – (location of & release method)
   - Thermal – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 59  Lockout Procedure for Dock Leveler

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**
   Locate appropriately labeled breaker inside the panel in the Electrical Equipment repair shop - lock the breaker in the off position before beginning work

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**
   NA

   **Mechanical – (location of & release method)**
   NA

   **Thermal – (location of & release method)**
   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**
   NA

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**
   Leveler is hydraulically operated - ensure that either the leveler is blocked & restrained, or the pressure is completely released and the leveler is in the lowered position - before beginning work

   **Mechanical – (location of & release method)**
   NA

   **Thermal – (location of & release method)**
   NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

**The only exception to item E is:**
   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Remove plug from socket and secure

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - NA

   **Mechanical** – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - NA

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity** – (location of & release method)
   - Centrifugal - blade is continuous and must be allowed to come to a complete stop

   **Mechanical** – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # Lighting - Parking Lot / Yard

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   Mechanical – (location of & release method)
   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   Mechanical – (location of & release method)
   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start-up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag-out must be notified of the application of the lockout/tag-out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td></td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity-</td>
<td></td>
</tr>
<tr>
<td>Mechanical</td>
<td></td>
</tr>
<tr>
<td>Thermal</td>
<td></td>
</tr>
</tbody>
</table>

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td></td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity-</td>
<td></td>
</tr>
<tr>
<td>Mechanical</td>
<td></td>
</tr>
<tr>
<td>Thermal</td>
<td></td>
</tr>
</tbody>
</table>

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
B. Reinstall any guards (exception is for temporary energization to verify work successful).
C. Any employees affected by start-up must be informed
D. Work area must be checked to ensure all personnel are safely positioned
E. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 63  Lockout Procedure for Battery Charger

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   Mechanical – (location of & release method)
   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)
   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   Mechanical – (location of & release method)
   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 64  Lockout Procedure for Electric water heaters - safety showers

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**

   Each heater has it's own disconnect located next to each heating element panel - turn to the off position

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)**

   **Lines under city water pressure - close ball valves feeding lines before servicing any component that requires plumbing**

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

   These heaters heat the water going through them up to 200 deg F - before servicing let the temperature cool down to at least 95 deg F

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item F is:*

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   NA

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   NA

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Dies may bind - check for tension before removing

   Mechanical – (location of & release method)

   NA

   Thermal – (location of & release method)

   NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Plug - disconnect from wall
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity - (location of & release method)
   - NA
   - Mechanical – (location of & release method)
   - NA
   - Thermal – (location of & release method)
   - NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following *stored energy* must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - NA
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity - (location of & release method)
   - Reciprocal - blade must come to a complete stop
   - Mechanical – (location of & release method)
   - NA
   - Thermal – (location of & release method)
   - Blade may be hot - test with temp tester before touching

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
  a) Verified that the person who installed it is no longer on site
  b) Made every reasonable effort to contact that person
  c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>Plug - disconnect from wall</td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity</td>
<td>NA</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>NA</td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity</td>
<td>Centrifugal - blade must come to a complete stop</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 68  Lockout Procedure for Cut Off Saw

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Plug - disconnect from wall
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   **Mechanical** – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - NA
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   **Centrifugal** - blade must come to a complete stop
   - Mechanical – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 69  Lockout Procedure for Hose Crimper

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   - Plug - disconnect from wall
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - NA

   **Mechanical** – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   - NA
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Possible spring action from die(s) - ensure crimp is complete (may spring back)

   **Mechanical** – (location of & release method)
   - NA

   **Thermal** – (location of & release method)
   - NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
B. Reinstall any guards (exception is for temporary energization to verify work successful).
C. Any employees affected by start up must be informed
D. Work area must be checked to ensure all personnel safely positioned
E. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>Plug - disconnect from wall</td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity</td>
<td>(location of &amp; release method)</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>NA</td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity</td>
<td>(location of &amp; release method)</td>
</tr>
<tr>
<td>Centrifugal - blade spinning</td>
<td>must let come to a complete stop before beginning work</td>
</tr>
<tr>
<td>Mechanical</td>
<td>NA</td>
</tr>
<tr>
<td>Thermal</td>
<td>NA</td>
</tr>
</tbody>
</table>

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

- Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
- Reinstall any guards (exception is for temporary energization to verify work successful).
- Any employees affected by start up must be informed
- Work area must be checked to ensure all personnel safely positioned
- Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*  
By management who have:  
  a) Verified that the person who installed it is no longer on site  
  b) Made every reasonable effort to contact that person  
  c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 71  Lockout Procedure for Welder

This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:
By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 72   Lockout Procedure for Irrigation controls

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Jib hoist - paint booth

This procedure has been developed to prevent the injury and/or death of a person or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)
   
   NA

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   
   Pneumatic line with quick disconnect and ball valve shut off readily accessible at the machine

   Mechanical – (location of & release method)
   
   NA

   Thermal – (location of & release method)
   
   NA

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)
   
   NA

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Pneumatic lines should not be disconnected or ball valves locked off until load has been relieved. Some residual pressure may remain - bleed off air before working on.

   Mechanical – (location of & release method)
   
   NA

   Thermal – (location of & release method)
   
   NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure # 74  Lockout Procedure for Bumper Jack - pneumatic

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.

The following stored energy must be relieved, disconnected, or restrained before the work can commence:

<table>
<thead>
<tr>
<th>Energy Source</th>
<th>Location &amp; Release Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrical</td>
<td>(location of &amp; release method)</td>
</tr>
<tr>
<td>Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity</td>
<td>(location of &amp; release method)</td>
</tr>
<tr>
<td>Pneumatic lines should not be disconnected or ball valves locked off until load has been relieved. Some residual pressure may remain - bleed off air before working on.</td>
<td></td>
</tr>
<tr>
<td>Mechanical</td>
<td>(location of &amp; release method)</td>
</tr>
<tr>
<td>Thermal</td>
<td>(location of &amp; release method)</td>
</tr>
</tbody>
</table>

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

Electrical – (location of & release method)

NA

Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

Pneumatic line with quick disconnect and ball valve shut off readily accessible at the machine

Mechanical – (location of & release method)

NA

Thermal – (location of & release method)

NA

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)

   Remove plug from wall to de-energize

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity – (location of & release method)

   Any load must be lowered - hoist lowered or blocked before beginning work

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
     - Step 1 - Locate propane fuel source and turn valve to the off position
     - Step 2 - then turn generator control to the off position
     - Step 3 - then disconnect battery cables being careful not to cross the leads to each other - positive cable first
   - **Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity** – (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
     Provides automatic transfer power to tower shed. If doing lockout on breakers inside the shed (tower equipment) the generator must also be locked out.
   - **Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity** – (location of & release method)
     If work requires disassembly of the working parts of the generator - disconnect propane line and carefully bleed gas in the line ensuring there are no sources of ignition and the area is well ventilated.
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
     If the generator was running before the lockout - the engine temperature may exceed 180 degrees - let the engine cool before beginning work

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

- A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
- A. Reinstall guards (exception is for temporary energization to verify work successful).
- A. Any employees affected by start up must be informed
- A. Work area must be checked to ensure all personnel safely positioned
- A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:

- a) Verified that the person who installed it is no longer on site
- b) Made every reasonable effort to contact that person
- c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and/or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Plug connected equipment - remove plug and secure before beginning work.

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical / Chemical– (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**
   
   480 V power to heater/ventilator and diffuser - diffuser is for a stepper motor that controls damper. Lights are 208V. All breakers located on panel just outside paint mixing booth

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity- (location of & release method)**

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**

   **Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity- (location of & release method)**

   Ventilator fan will continue to spin for an indeterminate amount of time after shut off - wait until it is completely stopped before proceeding with work

   **Mechanical / Chemical- (location of & release method)**

   **Thermal – (location of & release method)**

   If heater has been running - wait until the equipment has cooled to within 20 deg of ambient temp

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility."
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

**PROCEDURAL STEPS FOR LOCKOUT:**

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical** – (location of & release method)
   
   - Step 1 - series disconnects located under every 3rd series of solar panels towards middle of row must be disconnected
   - Step 2 - then place the DC main breaker at control panel in the off position
   - Step 3 - then place the AC breaker at control panel in the off position
   - Step 4 - then place the main breaker in the off position

   **Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity** – (location of & release method)

   **Mechanical** – (location of & release method)

   **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following **stored energy** must be relieved, disconnected, or restrained before the work can commence:

   **Electrical** – (location of & release method)
   
   During periods of daylight each panel will generate electricity - in series this can accumulate to a large level of DC voltage - work on main panel requires each series breaker to be disconnected as well as the main

   **Inertial/Pneumatic/Hydraulic/Vacuum/ Springs/Gravity** – (location of & release method)

   **Mechanical / Chemical** – (location of & release method)

   **Thermal** – (location of & release method)

   Panels may be hot from exposure to sun - check temp before touching panels

6. Attempt to restart the equipment to verify de-energization.

**PROCEDURAL REMOVAL OF LOCKOUT**

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*

By management who have:

a) Verified that the person who installed it is no longer on site
b) Made every reasonable effort to contact that person
c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure for Tire Changer

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - Mechanical / Chemical– (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
- a) Verified that the person who installed it is no longer on site
- b) Made every reasonable effort to contact that person
- c) Ensures that employee will be made aware of removal before they resume work at the facility.
Lockout Procedure 

This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical – (location of & release method)

   Thermal – (location of & release method)

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   Electrical – (location of & release method)

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Mechanical / Chemical– (location of & release method)

   Thermal – (location of & release method)

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.
This procedure has been developed to prevent the injury and/or death of a person and or persons who are servicing or performing maintenance on this equipment due to the unexpected energization or start up of the equipment or the release of stored energy. A Lockout may only be performed by an employee who has a Lockout Training Certification for this piece of equipment.

PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s).
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

   **Electrical – (location of & release method)**

   Electrical cord and plug - remove from electrical outlet before servicing

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   **Mechanical – (location of & release method)**

   **Thermal – (location of & release method)**

4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:

   **Electrical – (location of & release method)**

   Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)

   Large fan / blades must come to a complete stop and the equipment locked out before removing guard around fan

   **Mechanical / Chemical– (location of & release method)**

   Water may become contaminated with bacteria if left to stand for long periods of time - disinfect if there is any off odor or indication of bacterial presence

   **Thermal – (location of & release method)**

6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT

A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
A. Reinstall any guards (exception is for temporary energization to verify work successful).
A. Any employees affected by start up must be informed
A. Work area must be checked to ensure all personnel safely positioned
A. Each lock removed from lockout device by the person who installed it.

The only exception to item E is:

By management who have:
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PROCEDURAL STEPS FOR LOCKOUT:

1. All employees affected by a lockout/tag out must be notified of the application of the lockout/tag out device(s)
2. Shut down the equipment.
3. This piece of equipment has the following energy sources:
   - **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - **Mechanical** – (location of & release method)
   - **Thermal** – (location of & release method)
4. Each employee who will be involved in the service and/or maintenance activity will place his or her lock(s) on each energy isolation device.
5. The following stored energy must be relieved, disconnected, or restrained before the work can commence:
   - **Electrical** – (location of & release method)
   - Inertial/Pneumatic/Hydraulic/Vacuum/Springs/Gravity– (location of & release method)
   - **Mechanical / Chemical** – (location of & release method)
   - **Thermal** – (location of & release method)
6. Attempt to restart the equipment to verify de-energization.

PROCEDURAL REMOVAL OF LOCKOUT
   A. Inspect work area to see that all nonessential items are removed, and that equipment is operationally intact.
   A. Reinstall any guards (exception is for temporary energization to verify work successful).
   A. Any employees affected by start up must be informed
   A. Work area must be checked to ensure all personnel safely positioned
   A. Each lock removed from lockout device by the person who installed it.

*The only exception to item E is:*
   By management who have:
   a) Verified that the person who installed it is no longer on site
   b) Made every reasonable effort to contact that person
   c) Ensures that employee will be made aware of removal before they resume work at the facility.