

Equipment #	Equipment Name	Equipment Location	Main Energy Source(s)	Energy Level	Residual Energy Source(s)	Location of Disconnects
27	1.5 Ton Jib Hoist	Fleet High Bay	Electric	480 volts	Kinetic	Disconnect on wall next to unit
8	1/4 ton jib hoist	Electrical Equipment Shop	Pneumatic	120 PSI	Kinetic	Hose / Coupling
73	1/4 ton Jib hoist	Paint booth	Pneumatic	120 PSI	Kinetic	Hose / Coupling
7	2 Ton Jib Hoist	Electrical Equipment Shop	Pneumatic	120 PSI	Kinetic	Hose / Coupling
19	25 ton Floor Hoist	Fleet	Electric / Hydraulic	480 & 115 volts	Kinetic, Hydraulic	Disconnect on control panel for 480
74	25 ton bumper jack	Fleet	Pneumatic	120 PSI	Kinetic	Air chuck on equipment Disconnect located near hydraulic supply motor
21	27 ton floor hoist	Fleet	Air	480 volt	Kinetic, Hydraulic	Lockable safety switch located between doors 5 & 6
22	5 Ton Overhead Hoist	Fleet	Electric	480 volts	Kinetic	
20	6 Ton - floor 4 post drive on	Fleet	Electric/Air	240 volts	Kinetic, Hydraulic	Disconnect on wall in front of hoist
75	2 Ton Jib Hoist	Fleet Cold Storage bench	Electric	120 volt 480 volts in 120/208 out. (batterys)=500 volts d.c.	Kinetic	Plug UPS breaker panels located in IT phone room
42	80 KVA UPS	I.T. Phone Room	Electric		Battery DC voltage	
29	Air Compressor	Fleet Mezz	Electric	480 volts	Pneumatic	Switch mounted on stand between comp. Disconnect located on N wall right below the unit
48	Air Handling Unit (AHU)	Mezz in Warehouse	Electric	480 volts	Centrifugal	
60	Band Saw	Fleet / Shop	Electric	120 volts	Centrifugal	Plug
63	Battery Charger	Warehouse, Transformer Shop	Electric	480 volts	n/a	Located next to each charger (or plug in) Disconnect mounted on wall next to controls for each door
40	Bi-Fold Door Operators	Heated/Cold Garage/Fleet	Electric	480 volts	Kinetic, Mechanical	
70	Brake Lathe	Fleet	Electric	120 volts	Centrifugal / Heat	Plug
15	Car Wash	Fleet	Electric	480 volts	Hydraulic, Kinetic	2nd floor fleet behind break room
14	Cement Mixer	Facility Maintenance	Electric	120 volts	Centrifugal	Plug
54	Central Vacuum System	System Operations	Electric	120 volts	Thermal	Plug
13	Chainsaw	Facility Maintenance	Gas	HP	Kinetic, Thermal, Mechanical	Spark Plug North wall - outside - mounted near control box next to cooling tower
50	Cooling Tower	Pump Rm Heated Garage	Electric	480 volts	Kinetic, Chemicals	
65	Crimping Press	Fleet	Electric	120 volts	Mechanical	Plug
62	Cubicle Panels	Office	Electric	120/208 volts	n/a	Various- consult prints.
68	Cut Off Saw	Fleet	Electric	120 volts	Centrifugal	Plug
44	Dish washer	Kitchens - Staff Center, Board Room, Fleet Break room, Sysops	Electric	120 volts	Thermal	Plug
59	Dock Levelers	Warehouse/Loading Dock	Electric	480 volts	Kinetic, Hydraulic	Disconnects located just above controls
25	Drill Press	Fleet	Electric	120 volts	Centrifugal,	Plug
53	Electric Range/Oven	Staff Center, Sysops	Electric	208 volts	Thermal	Plug Disconnect located in elevator equipment room
47	Elevator	Main Office area (B1 & B2)	Electric	480 & 120 v.	Kinetic energy	
64	Safety Shower hot water system	Warm storage - West wall - above roll up door to whse.	Electric	480 volts	Thermal, Hydraulic	At the control panels / heating element boxes Breakers located in panels throughout building
52	Exhaust Fans	Rooftop	Electric	120(small) 480(large) volts	Centrifugal	Disconnects for gas and electric located at generator
76	Generator - Anoka Tower	Anoka Tower - outside control shed	Electric, Propane	120V, Flammable gas	Kinetic, Thermal	Disconnects located inside generator building
49	Generator - back up	Outside of Bi-Fold door 14	Electric	480 volts 120 volts - 12 volt 7.2 AH Battery Backup	Kinetic, Electronic	
9	Fire Alarm Panel	Electrical Room 1 floor Office	Electric		-	Breaker Remove actuator Pin and nut between delivery line and compressed gas storage tank
56	FM 200 Inert Gas fire suppression system	IT Server Room, System Operations phone room	Pneumatic	300 PSI	None	Key / Battery Terminals
31	Floor Scrubber	Warehouse	DC Electric	12V DC		Key / Battery Terminals
32	Forklift - Electric	Fleet/Warehouse	DC Electric	48V DC	Kinetic, Hydraulic	Key / Battery Terminals
32	Forklift - Gas & LP	Fleet/Warehouse	Petroleum	Flammable gas	Kinetic, Hydraulic	Key / Battery Terminals
28	Fuel Pumps	Fleet Managers Office	Electric	120/208 volts	Centrifugal	Breaker located in panel mounted on back of parts room office Breaker located in panel (on pedestal 12' N of unit)
34	Gate motors - south	Gated Yard	Electric	120 volts	Kinetic, Mechanical	
33	Gate motors - west	Gated Yard	Electric	120 volts	Kinetic, Mechanical	Disconnect located on unit
51	Geothermal Pumps	Pump Rm Heated Garage	Electric	480 volts	Kinetic	Pump room / Warm Storage
58	Golf Cart	Warehouse / Fleet	DC Electric	36 volts DC	Kinetic	Key / Battery Terminals
35	Heat Pumps	Gen. Office/Heated Garage	Electric	480 & 277 volts	Hydraulic (water)	Disconnect located on or near each unit
2	Heat Recovery Unit 1	Cold Storage Roof Top	Electric	480 volts	Thermal	All located on the unit
1	Heat Recovery Unit 2	Cold Storage Roof Top	Electric	480 volts	Thermal	At motors, heat on adjacent wall
69	Hose Crimper	Fleet	Electric	120 volts	Centrifugal	Plug
67	Hose Saw	Fleet	Electric	120 volts	Centrifugal	Plug
23	Hydraulic Press	Fleet	Pneumatic	180 PSI	Kinetic energy	Hose / Coupling
38	Ice Maker	Heated Garage	Electric	120 volts	Thermal, Hydraulic	Plug
72	Irrigation Controls	Customer premise(s)	Electric	480 volts	n/a	Various - customer owned
37	Irrigation System	Heated Garage	Electric	120 volts	Hydraulic	Breaker
17	Large trucks - bucket/digger	Fleet	Diesel	Gasoline/Diesel engine	Thermal, Hydraulic, Kinetic, Mechanical	Key / Battery Terminals
41	Liebert Units - cooling system for IT	I.T. Mezzanine	Electric	480 & 120 volts	Thermal, Chemical	Disconnect located on wall next to each unit
61	Lighting - Parking Lot	Lot & Yard	Electric	277, 240, 120 Volts	Heat	Various - consult prints - disconnects located within Lighting Control Panels

Equipment #	Equipment Name	Equipment Location	Main Energy Source(s)	Energy Level	Residual Energy Source(s)	Location of Disconnects
30	Lubrication System	Fleet Mezz	Electric	480 volts / 180 PSI	Pneumatic	Ball Valve at system controls
45	Micro Wave Ovens	Kitchens - Staff Center, Board Room, Fleet Break room, Sysops	Electric	120 volts	-	Plug Circuit Breakers in Electrical rooms E (B2), A, B, C
4	Office main lighting	Connexus Energy Campus	Electric	277 volts	Heat	Heat
77	Parts Washer - Solvent	Fleet - 2 locations	Electric	120 volts	-	Plug
26	Parts Washer - hot water	Fleet High Bay	Electric	480 volts	Thermal	Plug
78	Paint booth ventilation system	Heater / Fresh air ventilator located on center / top of structure. Diffuser on North end	Electric, Gas	480 volts, Low press gas line	Kinetic, Thermal, Mechanical	Panel on mixing booth contains all breakers - secondaries above paint booth at the blower and diffuser
5	Pass Point Security System	Connexus Energy Campus	Electric	120 volts - 12 volt 7.2 AH Battery Backup	-	Breaker
18	Passenger trucks	Fleet	Gas	Gasoline/Diesel engine	Thermal, Kinetic, Mechanical	Key / Battery Terminals
66	Power Hacksaw	Fleet	Electric	120 volts	Reciprocating	Plug
16	Pressure Washer	Fleet	Electric	480 volts	Thermal, Hydraulic	On the unit
39	Q-mark Heaters	Heated/Cold Garage	Electric	480 volts	Heat	
6	Rapid Eye Security Camera System	Connexus Energy Campus	Electric	120 volts	-	Breaker
46	Refrigerator's)	Kitchens - Staff Center, Board Room, Fleet Break room, Sysops	Electric	120 volts	Thermal	Unplug Current interrpting switch located near motor
3	Roll Up doors	Cold Storage / Warehouse / Fleet	Electric	120 volts	Kinetic energy	On control panel for solar garden equipment - and in each row of panels
79	Solar Garden	Solar Garden - fenced control panel area	Electric	DC	None	Key / Battery Terminals
57	Scissor Lift	Warehouse	Electric	V DC Internal Combustion engine	Kinetic, Hydraulic	Key / Battery Terminals
55	Sweeper - LP	Warehouse	LP	engine	Thermal	Key / Battery Terminals
12	Table saw	Facility Maintenance	Electric	120 volts	Centrifugal	Plug
80	Tire Changer	Fleet	Pneumatic	120 psi	Mecanical Centrifugal,	Plug
24	Tire Balancer	Fleet	Electric	120 volts	Mechanical	Plug
11	Tractors	Facility Maintenance	Petroleum	HP	Hydraulic	Key / Battery Terminals
81	Ventilator - mobile	Fleet Welding area	Electric	120 vots	Centrifugal (fan)	Plug
10	Wall Panel Heaters	Entry Doors/HR	Electric	480 & 208 volts	Heat	Label inside units detail where breaker is Disconnect located on wall next to each water heater
43	Water Heaters	Janitorial Closet/Warehouse	Electric	277 & 480 volts	Heat	Breaker
36	Water Softener	Heated Garage	Electric	120 volts	n/a	Breaker
71	Welder(s)	Fleet	Electric	480 volts	Heat / Capacitance	Plug
82	Portable AC unit	Fleet	Electric	120 volts	Bacterial	Plug
83	Floor Scrubber	Fleet	Battery			

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.

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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)

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)

NA

Mechanical – (location of & release method)

NA

Thermal – (location of & release method)

1 disconnect located on wall near the unit. Turn the disconnect to the off position.

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)

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.

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.

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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)

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)

NA

Mechanical – (location of & release method)

NA

Thermal – (location of & release method)

1 disconnect located on onthe unit. Turn the disconnect to the off position.

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)

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:

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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.

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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)

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.

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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)

Circuit breakers located in system operations UPS panel - turn circuit breaker 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)

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.

Lockout Procedure #

6

Lockout Procedure for

Rapid Eye Security 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.

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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)

Breakers located in Electrical room B

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.

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.

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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)

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 #

8

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.

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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)

NA

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

Pneumatic line with quick disconnect and ball valve shut off readily accessible on the wall near the hoist.

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 #

9

Lockout Procedure for

Fire Alarm Panel

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.

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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)

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.

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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)

Each panel heater has a label on the left side access panel which details which circuit breaker will disconnect the unit.

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)

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.

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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)

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

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 system - any load or raised implement must be lowered before work begins. Tires must be blocked 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 a minimum of 15 minutes before beginning work - check temperature 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.

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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)

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)

Blade may spin for several seconds - allow blade to come to 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.

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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)

Ignition must be turned to the off position OR spark plug removed before starting work.

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.

Thermal – (location of & release method)

Engine should be allowed to cool a minimum of 5 minutes before beginning work - check temperature 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.

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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)

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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

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)

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 a minimum of 15 minutes before beginning work - check temperature 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
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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)

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
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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)

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.

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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)

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:

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- 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.

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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)

Lockable safety switch located between doors 5 & 6

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.

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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)

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
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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)

Plug in power source - disconnect plug from receptacle & secure

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)

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

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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)

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)

Spindle may spin for several seconds - allow spindle & bit to come to 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.

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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)

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.

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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)

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.

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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)

Find breaker box in the east end of parts storage room - locate breaker for the pump number(s) and set it to the off position, using a breaker lockout device to secure it

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 work to be performed must be done by a licensed and qualified contractor due to the explosive nature of gasoline fumes.

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.

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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)

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)

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)

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:

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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)

[Redacted]

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

[Redacted]

Pneumatically powered - turn ball valve to off position, and disconnect air line couplings

Mechanical – (location of & release method)

[Redacted]

Thermal – (location of & release method)

[Redacted]

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)

[Redacted]

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

[Redacted]

Relieve all stored air pressure

Mechanical – (location of & release method)

[Redacted]

Thermal – (location of & release method)

[Redacted]

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
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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)

Remove key and battery power plug - secure from accidental connectivity

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)

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.

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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)

Remove key and battery power plug - secure from accidental connectivity.

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 / Checical – (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.

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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)

Lockable safety switch located on 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)

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.
- 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.

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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)

Breaker located on pedestal near parking lot light North of motor - turn breaker to 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)

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.
- A. Reinstall any guards (exception is for temporary energization to verify work successful).
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- 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.

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PROCEDURAL STEPS FOR LOCKOUT:

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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 or near each Heat Pump (units 1 - 44) - turn disconnect 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)

Fan blades must be allowed to come to a complete stop after the equipment has been locked out. Based on fan size (16" or greater) consider securing fan blades against inadvertant movement.

Mechanical – (location of & release method)

Thermal – (location of & release method)

Heat coils may retain enough energy to cause a burn - allow to cool for 2-5 minutes.

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.

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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)

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

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

Set water supply to bypass - city water pressure can be 70#

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.

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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)

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.

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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)

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 just to the right of the ice maker

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:

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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)

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)

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 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:

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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)

Disconnect located within sight of each door (may be overhead and need a ladder to operate). Door controls and disconnect are labeled by number - numbers correspond respectively

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 doors are disconnected while in the extended or open position, wind may cause doors to open or close. Chain or use other securement method to restrain

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.

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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)

Lockable safety switch located next to each unit. *Note* - system is interlocked so that if one unit is powered down, the other will begin operation - ensure all personnel are clear of the other unit before powering it down.

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)

Compressor and fins may retain high levels of heat - test temp of compressor before performing work, if 30+ of ambient temperature allow a cool down period

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.

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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)

Incoming power 480V - exit power 208 - unit has 2 feeders for incoming power, and two feeders for exit power - 480V power must be shut off at the service panel(s) located on the South wall near the corner labeled "UPS 2" & "UPS 2.5"

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:

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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)

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)

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 work involves the water storage container - drain to empty before performing work

Mechanical – (location of & release method)

Thermal – (location of & release method)

Water and heating may both exceed 130 degrees F - use a thermometer to determine temperature and allow to cool to less than 100 degrees F 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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

Lockout Procedure #

Lockout Procedure for

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.

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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)

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.

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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)

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)

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:

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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)

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 it's 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:

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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)

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:

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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)

Turn the HOA switch to "off". Disconnect battery leads - this is a standby generator and will start automatically without warning unless it is isolated from the control power.

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

If working on the cooling - shut off engine heater and lock it out (circuit breaker in panel right next to generator)

Mechanical – (location of & release method)

When power is disconnected - the fan louvers will open - ensure all personnel are clear of the area or the louvers are restrained before deenergizing the equipment

Thermal – (location of & release method)

This is a diesel fired generator - fuel line must be shut off, as well as the batteries disconnected - before beginning work

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 still spinning wait for fan to come to a complete stop. If working on the cooling system, antifreeze may be under pressure.

Mechanical – (location of & release method)

Thermal – (location of & release method)

Engine may be extremely hot - allow to cool within 10 degrees F 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.

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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)

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.

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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)

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:

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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)

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)

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 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.

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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)

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)

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)

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).
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- A. Work area must be checked to ensure all personnel safely positioned
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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)

Battery terminals should be disconnected, and spark plugs removed, before beginning work - but only after fuel supply is disconnected & isolated.

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

Mechanical – (location of & release method)

Internal Combustion engine - LP gas tank supply valve should be shut off and supply hose disconnected.

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)

Must use thick / rubber gloves when disconnecting / reconnecting fuel cylinder - LP is extremely cold and can freeze flesh if come in contact with

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.

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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)

Corded plug is located at the unit - disconnect from the receptacle and protect the plug by means of lockable plug cover.

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).
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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)

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.
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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)

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.
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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)

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).
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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)

Locate appropriately labled breaker inside the panel in the Electrical Equipment repair shop - lock the breaker in the off postion 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).
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- A. Work area must be checked to ensure all personnel safely positioned
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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)

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).
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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)

Each light has a disconnect located within various panels throughout the facility - check prints to find the appropriate disconnect, then lock out in the correct panel

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)

Allow bulb to cool before beginning any work - test with temp tester

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.
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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)

Each panel has a slide lock male/female connector - the breaker for the cubicle section must be de-energized before cubicles are to be assembled / disassembled

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).
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2. Shut down the equipment.
3. This piece of equipment has the following energy sources:

Electrical – (location of & release method)

Chargers for forklift charging have disconnect located at each charger that should be switched to the off position - other chargers may be unplugged.

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.

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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)

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 E is:

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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)

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)

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
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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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:

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- c) Ensures that employee will be made aware of removal before they resume work at the facility.

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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)

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)

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:
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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)

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)

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:

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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)

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.
- 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:

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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)

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)

Centrifugal - blade spinning - must let come to a complete stop 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:

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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)

Plug - twist lock - disconnect from wall socket

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:

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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)

Disconnect located near meter socket and/or irrigation pivot

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

N/A

Mechanical – (location of & release method)

N/A

Thermal – (location of & release method)

N/A

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)

N/A

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

N/A

Mechanical – (location of & release method)

N/A

Thermal – (location of & release method)

N/A

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:

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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)

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:

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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)

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)

All load should be removed off of the jack before servicing

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
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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)

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:

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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)

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 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
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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.

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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)

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.

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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.
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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).
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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 - remove airline from machine by uncoupling from air chuck - bleed any residual pressure

Mechanical – (location of & release method)

Thermal – (location of & release method)

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

Mechanical / Chemical– (location of & release method)

If a tire is in place when removing air line - keep hands clear of pinch points between the machine and the tire

Thermal – (location of & release method)

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

PROCEDURAL REMOVAL OF LOCKOUT

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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)

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Electrical – (location of & release method)

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

Fan cage must come to a complete stop - do not place hands in fan housing until locked out and not moving

Mechanical / Chemical– (location of & release method)

Thermal – (location of & release method)

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

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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)

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