



## Fully Compliant and Self Sufficient Lockout Tagout Program

#### LOCKOUT TAGOUT POLICY

- Tailored to meet the specific needs of your facility.
- Includes all documentation for auditing, program review, etc.

### LOCKOUT TAGOUT PROCEDURES

- Graphical, User Friendly format that can be modified to meet client's needs.
- Delivered in Microsoft Excel & PDF Format. Edit & Update without proprietary software.
- Hard Copy versions are delivered already laminated and ready to use.

## Why Choose Us:

- Our Technicians are Board Certified OHSTs and are Credentialed OSHA outreach instructors
- Most of our technicians have Navy Nuclear Backgrounds
- We have experience in a range of industries including Healthcare, Critical Environments and Manufacturing.

## Additional Services We Also Provide:

- Hands-On Safety & Operational Training
- NFPA 70E & Electrical Safety Training and Consultation
- Onsite Safety & Operational Audits
- Advanced Electrical Systems Training

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## www.LPManagementServices.com



# LOCKOUT PROCEDURE



(Apply in Order, Top to Bottom)

Equipment:	Vertical Feed Mill: VF-11	Created By:	LP Management Services
Facility:	Metalworks	Date:	3/15/17
Building/Area:	Machine Shop - 1st Floor	Revision #:	Original

SCOPE/USE:	This Lockout procedure is required whenever machine guards or other safety devices are removed or bypassed or any hazardous exposure to a point of operation or an associated danger zone takes place.	
ISOLATION STEPS	SPECIAL PRECAUTIONS	
2	<b>PRESSURE:</b> Ensure pressure has vented and equipment has returned to room temperature before proceeding. <b>CRUSH HAZARD:</b> Potential crushing hazard exists. Ensure Z-Axis is in the fully lowered position before powering down or install rated machine blocks.	

#### LOCKOUT APPLICATION PROCESS

1. Notify all affected personnel before starting to apply this LOCK OUT procedure.

- 2. Shut down machinery using normal procedures and operating controls.
- 3. Isolate energy sources at energy control points and apply lockout devices and locks.
- 4. Locks applied to isolation points must be personally identified and in the "secured" position.

ENERGY TYPE & MAGNITUDE	ENERGY ISOLATION POINT OR CONTROL STEP	APPLICATION METHOD & LOCKOUT DEVICE	VISUAL REFERENCE
ELECTRICAL 208 VAC	Disconnect MS-2 Located next to unit	Move disconnect handle to OFF position and apply Lockout with Lock & Tag. Verify equipment indicator lights are no longer illuminated.	
PNEUMATIC 120 PSI	Valve P012 Located under unit	Shut valve and apply Valve Device and secure with Lock & Tag. Verify local pressure gauge indicates zero psi.	

### TESTING AND VERIFICATION REQUIREMENTS

- 1. Test for full de-energization by turning normal operational controls to the on (or neutral) position and verifying that no machine function or movement occurs.
- 2. If possible contact with exposed electrical conductors could occur, a qualified person must perform electrical voltage testing to verify zero energy condition. Return all controls to the off position and complete all adjustments or work.
- 3. During testing and adjustment, Lockout must be re-applied when contact with hazardous area(s) is required.

LOCKOUT REMOVAL PROCESS				
1. Ensure all tools and items have been removed.	4. Verify that controls are in off position.			
2. Confirm that all employees are safely located.	5. Remove lockout devices and reenergize machine.			
3. Ensure all safety guarding has been replaced.	6. Notify affected employees that servicing is completed.			