



SAFETY BRIEF

LOCKOUT/TAGOUT

Lockout/Tagout is a system used to prevent the release of energy or operation of machinery while a piece of equipment is being serviced.

- Lockout—Placing a device on a piece of equipment that blocks the flow of energy from a power source
- Tagout—Placing a tag on or near the lockout device to alert others not to turn on the power to the energy source

Lockout/Tagout is required on any type of equipment that can cause you or someone else to be injured if there is an unexpected energization or startup during servicing or maintenance operations. Serious accidents and injuries can occur if lockout/tagout is not performed on a machine before it's serviced.

LOCKOUT/TAGOUT STEPS

Make sure that you know the correct procedure to shut down the machine and that your coworkers are aware of the shutdown. Use these 6 lockout/tagout steps when you are servicing a piece of equipment or machinery.

1. Preparation—Understand how to control the hazardous energy and inform employees of the planned lockout
2. Shutdown—Use the normal procedure to shut down the machine or equipment
3. Isolation—Locate all energy-isolating devices needed to control the energy
4. Lockout—Move each energy-isolating device to the “off” position and apply a lockout and tagout
5. Stored energy release—Disconnect, restrain or otherwise render safe any stored energy that might be present within the equipment
6. Verification—Attempt to turn on the machine using the normal procedure



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