

Lockout/Tagout

What is Lockout/Tagout (LO/TO)?

- LO/TO is a system designed to protect employees who repair or service equipment where the unexpected startup of the equipment could result in injury.
- LO/TO is a technique used to prevent energy from being released during the servicing of equipment. This is accomplished by placing locks and tags on energy isolation devices prior to starting work.
- LO/TO is completed to ensure person/s servicing the equipment as well as personnel whose job it is to operate the equipment remain safe.

Who are Authorized and Affected employees?

- An Authorized employee is one who has completed a LO/TO training course and whose job it is to conduct the servicing and/or maintaining of equipment.
- An Affected employee is one whose job requires them to operate or use a machine or equipment on which servicing or maintenance is being performed or whose job requires them to work in an area in which servicing or maintenance is being performed.

Safe Work Practices

- The authorized employee is responsible for notifying affected employees that LO/TO is occurring.
- Affected employee may not attempt to start the equipment.
- Affected employees may not remove or tamper with locks or tags for any reason.
- Unauthorized removal of locks and tags and startup of the equipment could endanger your life and the lives of your coworkers.
- Ensure only qualified “Authorized” employees perform servicing or maintenance activities.
- Be aware of your personal safety and the safety of others when working with or around equipment and machinery. Locks or tags devices shall be removed by the employee who placed the device or under the direction of the employer, if the authorized employee is unavailable.



The information is provided by Penn State and Cenveo.