



## Controlling Hazardous Energies (Lockout / Tagout)

### OVERVIEW

The OSHA standard for *The Control of Hazardous Energy (Lockout/Tagout)*, Title 29 Code of Federal Regulations (CFR) Part 1910.147, requires that employees control hazardous energy while performing service and maintenance activities. Hazardous energy sources include electrical, mechanical, hydraulic, pneumatic, chemical, gravity, and thermal.

### APPLICABILITY

The lockout standard applies if:

1. An employee is required to remove or bypass a guard or other safety device during service and maintenance.
2. An employee is required to place any part of the body into an area that would be a danger zone during machine operation cycle.

Minor tool changes, adjustments, and other minor service activities that take place during normal production are not included in the Lockout/Tagout Standard provided they are: (1) routine, repetitive, and integral to the use of the equipment; and (2) performed using alternative measures that provide effective protection for the employee.

### LOCKOUT AND TAGOUT DEVICES

Lockout devices hold energy-isolation devices in a "safe" or "off" position. They provide protection by preventing equipment from becoming energized because they are restraints that no one can remove without a key or by destroying the lockout device.

Tagout devices are warning devices fastened to energy-isolation devices to warn employees not to re-energize equipment. Tagout devices are easier to remove and provide less protection than lockout devices.

### TRAINING

Employees must be trained to ensure that they know, understand, and follow hazardous energy control procedures. The training must cover at least three areas: aspects of the employer's energy control program; elements of the energy control procedure relevant to the employee's duties; and the various requirements of the OSHA standards related to lockout/tagout.

### PROGRAM REQUIREMENTS

Employers must implement and enforce an energy control program that consists of energy control procedures, effective employee training, and periodic inspections.

Requirements include:

- Use lockout devices for equipment that can be locked out; the key must be unique to the device and under the control of the employee placed the lock on the equipment.
- Using tagout devices instead of lockout devices only if the tag provides protection equivalent to that of tagout devices.
- Ensure new or existing equipment undergoing major repairs, renovations, or modifications is capable of being locked out.
- Provide durable, substantial, and standardized lockout and tagout devices and hardware.
- Lockout and tagout devices must identify who applied them and may not be used for other purposes.
- Only allow the employee who applied the lockout or tagout device to remove it. Must also have provisions for device removal when the employee is not available.
- Inspect energy-control procedures at least annually.

### STEPS FOR BEGINNING SERVICE OR MAINTENANCE ACTIVITIES

1. Inform all affected employees of equipment shutdown.
2. Shut down the equipment.
3. Isolate or block hazardous energy.
4. Remove any potential (stored) energy.
5. Lockout or tagout the energy source(s).
6. Verify the isolation and de-energization of equipment.

### STEPS FOR REMOVING LOCKOUT OR TAGOUT DEVICES

1. Remove tools and replace machine or equipment components.
2. Ensure all safety guards have been replaced properly.
3. Inform all affected employees about energy-control device removal.
4. Ensure all workers are clear of the work area.
5. Verify machine or equipment power controls are off or in a neutral position.
6. Remove the lockout or tagout device and restore energy to the machinery or equipment.

### LINKS

- [OSHA Compliance Quick Start](#)
- [OSHA Fact Sheet on Lockout/Tagout](#)
- [MBAA's Brewery Safety Committee LOTO Program Template](#)
- [Brewers Association - Safety](#)

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