

Lock Out/Tag Out -- General Awareness

OSHA 1910.147

OSHA requires that employers have a written Lock Out/Tag Out Program. LO/TO is used to protect workers as well as others from the unexpected energization or start-up of machines or equipment or the release of stored energy that could cause injury. Examples include but are not limited to electrical energy, kinetic energy, and solutions in pipelines.

If you are an employee who, during the course of your work, would be expected to apply a lock and tag to equipment, you will receive additional and more detailed training.

However, **all** employees at Messiah College need to know that:

- Lockout is accomplished by installing a lockout device at the power source so that equipment powered by that source or pipelines filled by the source cannot be operated. A lockout device is a lock, block, or chain that keeps a valve or lever in the off position, renders a power plug unable to be plugged into a power outlet or other source of energy.
- Tagout is accomplished by placing a tag on the power source. The tag acts as a warning not to restore energy. The tag is not a physical restraint and should not be used in lieu of a lockout. Tags clearly state “Do Not Operate.” (See example below.)
- **You should never attempt to start or re-energize equipment that is locked and tagged.**
- **You must never remove a lock/tag placed on equipment by someone else.**
- LO/TO must be used when equipment is being serviced or maintenance is being performed; if guards are removed or bypassed; and if an employee is placing a body part into an area on a machine at the point of operation or where a danger zone exists during the machine's operating cycle.
- Violations to the lock out/tag out program could result in disciplinary contact.

Lock out procedures for specific equipment are available in the applicable areas.

