



Locking out permanently connected or hard-wired equipment

Electricity is the energy source that needs to be locked out most commonly. One of the most common types of electrical machinery and equipment is permanently connected or hard-wired equipment.

Permanently connected or hard-wired equipment

Follow these five steps to lock out permanently connected or hard-wired machinery or equipment:

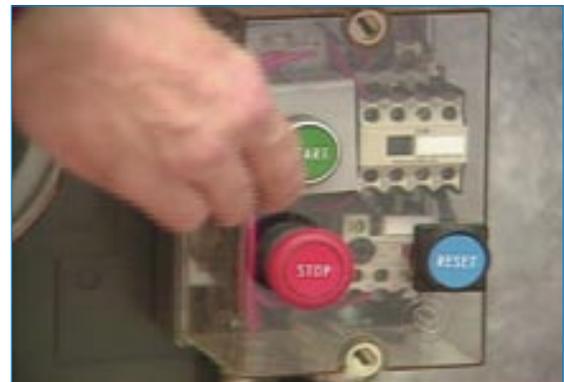
1. Identify the machinery or equipment that needs to be locked out.
2. Shut off the machine and make sure that all moving parts have come to a complete stop.
3. Find the electrical source, and disconnect the machine from the power supply.
4. Apply a personal lock to the energy-isolating device, if required. (If there is one switch that is within the exclusive and immediate control of the worker, then a lock may not be required.)
5. After ensuring that all workers are in the clear, test the lockout to make sure it is effective.



Push the stop button to stop the machine.



After disconnecting the machine from the electrical source, apply a personal lock.



Test the lockout by pressing the start button.

Access to energy-isolating devices

When an energy-isolating device such as a switch or valve is locked out, the lock must not prevent access to the energy-isolating devices for other equipment. For example, the panel door of a circuit breaker box should not be locked, just the individual breakers. Other workers may need access to the other devices for their own lockout or maintenance procedures.

Project: _____ Address: _____

Employer: _____ Supervisor: _____

Date: _____ Time: _____ Shift: _____

Number in crew: _____ Number attending: _____

Other safety issues or suggestions made by crew members:

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Manager's remarks: _____

Manager: _____ Supervisor: _____

(signature)

(signature)



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