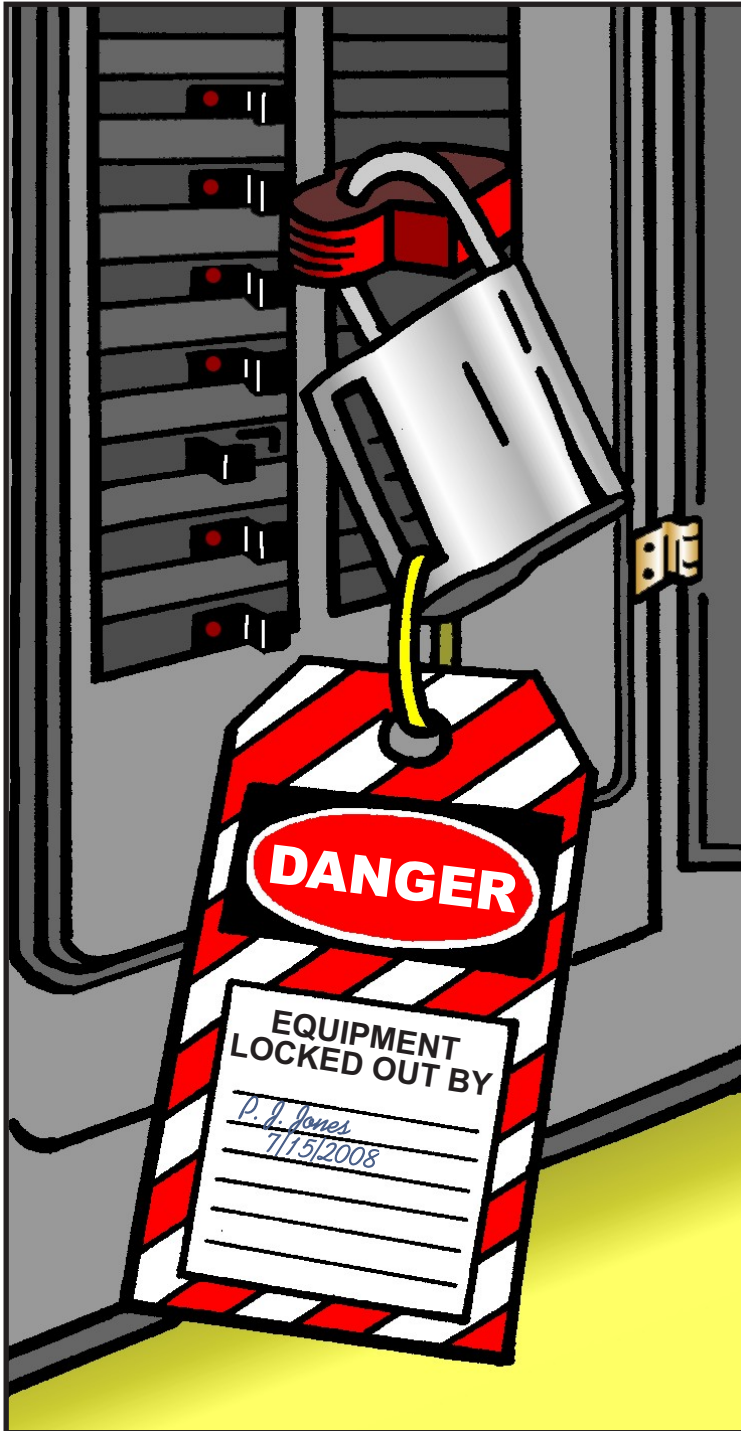


TOOLBOX SAFETY TRAINING

Company _____ Location _____ Date _____

Vol 16 - No 41 LOCKOUT / TAGOUT PROCEDURES



Lockout / Tagout procedures are required during maintenance and demolition of job sites to ensure safety. To control premature power startups, individual keys, locks and tags with information stating name, date and reason are recommended. The general contractors and electrical contractors shall control and inform all subcontractors of power startup mechanical controls and disconnected switches.

All trades must treat all loose wiring as if it was hot and test or have them tested by electricians. Continuing to use controls and outlets without GFCIs may cause electrical hazards.

It is extremely difficult to change employees' habits. Not recognizing the potential hazard because it has not existed up to this point can be a deadly mistake. Communication is essential and should be led by the general contractor.

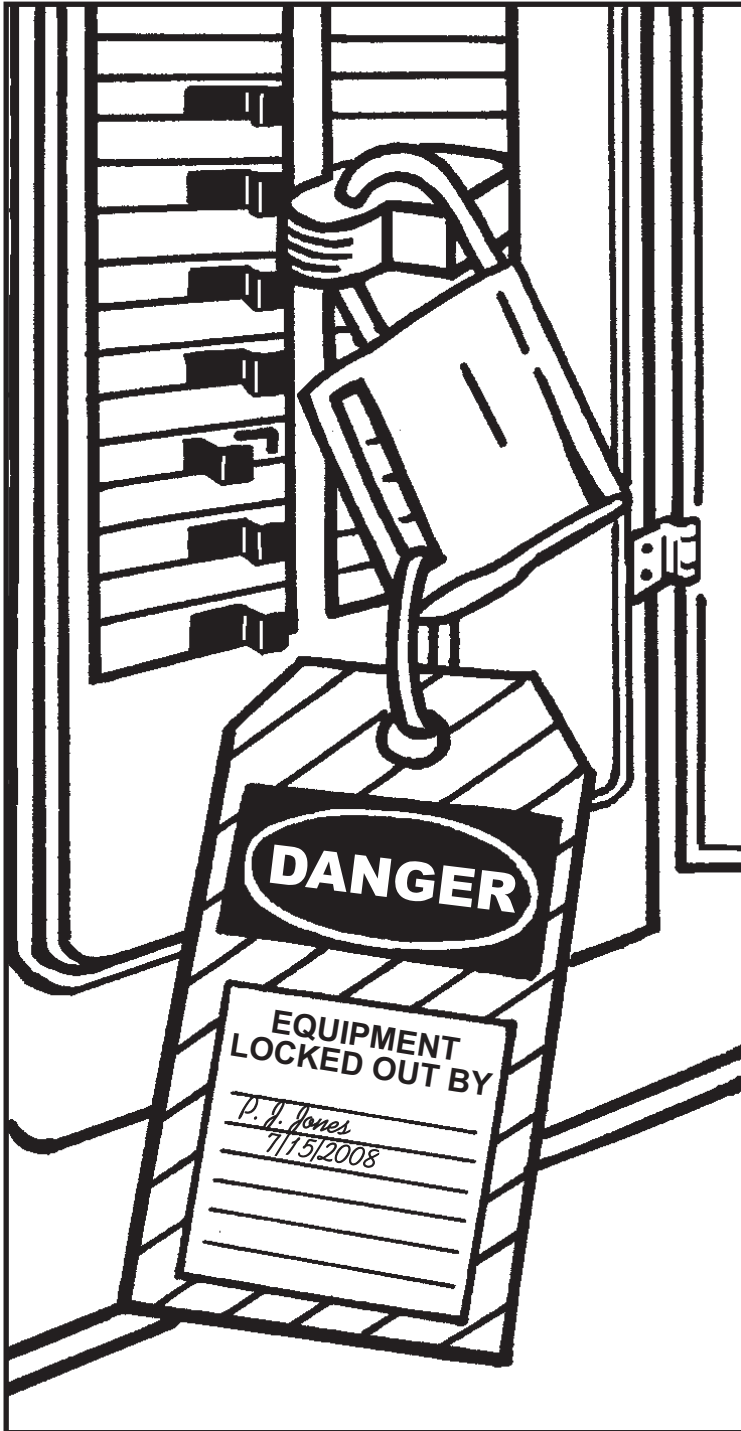
Recommendations:

- Job site safety meeting involving all trades.
- Mandatory testing.
- Lockout / Tagout procedures of all electrical and mechanical controls on job site.
- Job safety analysis should be filled out and reviewed by all employees working with electrical and mechanical power.
- Lockout / Tagout training must be in place.

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