

# Let's Talk Lockout/Tagout/Try out



## What is Lockout/Tagout/Tryout?

Lockout/Tagout/Tryout (LOTO) protects a worker by preventing others from turning on equipment or from a release of energy while working on or servicing equipment & machinery, working inside a grain bin, and working around conveyors and augers. LOTO controls hazardous energy.

## How does it work?

All power sources are disconnected and **locked in the off position**. *Each person involved locks out the power with their own personal lock and key so they have control of the energy source.*

They place a tag on the lock to warn others and to identify who is responsible. Before beginning work, each person tries the energy source to ensure it is locked out. No one else can remove another's lock. Therefore, no one can accidentally turn on the equipment. In some facilities, only designated people can lockout power sources and/or an alternative group lockout process is used.

## INJURY EXAMPLE:

**#1** Sam was investigating a clogged pipe. He decided to take the cover off a conveyor. He reached into the screw conveyor and his hand was crushed. Sam had seen a disconnect nearby and saw it was off. Sam did not realize that disconnect was for another piece of equipment.

1. How could have this injury been avoided?
2. What should be done when you see a disconnect is off?

## Lockout/Tagout/Tryout

- ✓ Identify the equipment/ machinery that needs to be shut down and **ALL** its energy sources.
  - Electrical, mechanical, gravitational, thermal, hydraulic, pneumatic, and chemical.
- ✓ Determine if there are any stored energy sources:
  - Capacitors, springs; elevated components; rotating flywheels; hydraulic systems; air, gas, steam, water pressure; piles that can shift; etc.
- ✓ Properly shut down equipment and machines:
  - Notify affected workers about the shutdown – those who work on the machines or equipment or work in area where LOTO will be done.
  - Shut off the power sources.
  - Apply locks & tags to the power sources so the machine/equipment cannot be started.
- ✓ **TRY OUT** - Test to see if the equipment is properly locked out by trying to start it.
  - After the work is completed, remove all tools.
  - Notify all employees the locks will be removed and the equipment will be restarted.

## When do we need to LOTO?

- ✓ Before any repairs, maintenance or service on equipment.
- ✓ Before any entry into a grain bin.
- ✓ Before any work that requires a person to place any part of their body in or near the point of operation.

### Additional Resources

OSHA regulation 1910.147

GHSC video – LOTO Each Time, Every Time

## Let's Talk about Our Worksite

1. What are Lockout/Tagout procedures at this worksite? Who is responsible?
2. What are some of the common mistakes we make with LOTO?
3. How can we get better? What can we do at this workplace to ensure proper lockout/tagout is used?
4. What can we do today to demonstrate proper lock out/tag out/try out techniques ?



Grain Handling Safety Coalition

# Lockout/Tagout/Try out

## LOCKOUT

Lock out all energy sources.



## TAGOUT

Put on a tag to warn others & identify responsible person.



## TRY OUT

Test to make sure the equipment is locked out.



*ONLY the person who put on the lock and tag removes it.*

