

HBACA Safety Committee January 2020 Tool Box Talk #2

Lock-out / Tagout Best Practices

The OSHA Lockout/Tagout standard 29 CFR 1910.147 requires the adoption and implementation of practices and procedures to shut down equipment, isolate it from its energy source(s), and prevent the release of potentially hazardous energy while maintenance and servicing activities are being performed. It contains minimum performance requirements, and definitive criteria for establishing an effective program for the control of hazardous energy. However, employers have the flexibility to develop lockout/tagout programs that are suitable for their respective facilities.

This applies to Residential Construction at the Main Fuse Panel of the home.



It is extremely important to inform and educate onsite workforces about the hazards of energized Electrical Panels. The panel will be placed in its permanent position long before the house is built. The panel will be supported by 2 metal legs. These legs will remain in place and be out of sight once the house is nearing completion.

After meter is installed the LO/TO Procedure can begin.



All Panel Breakers and Main Breaker will be placed in the off position. (By the electrical provider APS/SRP). Builder to turn on breaker and verify temporary power outlets functioning prior to Lock-out / Tag-out.



Meter Installed – Live Power.

1. Notify all Workers & Employees
2. Install LO/TO Padlock & Tag

There are many choices of locks & tags, and each company should decide what best works for their situation. They should be highly visible and acknowledge electrical Danger or Hazard.



Example Lockout / Tagout Station for the Construction Office.



You have many choices for your Lockout / Tagout needs. A Complete kit like the item above is available or you can also create your own by purchasing items individually.

**Lockout and tagout devices will be singularly identified, used only for this purpose, and will be durable, standardized, substantial, and identify the employee applying the lockout. Storage of the locks will be used only for this purpose. It also will be durable, standardized, substantial, and identify the employee applying the lockout.*

**It is important to periodically check the Lock and outlets for damage and report if necessary, for replacement.*

To restore energy (reset tripped breaker) after notification by worker or inspection:

1. Affected employees must be notified and cleared.
2. Check the panel for damage before opening or removing the LO/TO Lock.
3. Remove lockout and reenergize.
4. Replace Lock
5. Replace the LO/TO Lock to its dedicated location on the board and complete the tag out documents.

Except in emergencies, only the person who attached the lockout device may remove it!

Employers Action with This Program

The above covers the basics of a Lockout/Tagout Program. Your program must be adapted to your business and/or situation. For example, you may wish to designate only certain persons or positions to perform your lockout procedures, i.e., equipment or facility maintenance personnel. Or specify additional steps not included here.

It's your program - make it work for you.

References: 1910.147 and 1910.333(b)