



TOPIC: LOCKOUT TAGOUT

PRESENTED BY:

DATE:

DURATION:

PURPOSE

Ensure employees understand how hazardous energy is controlled and where to find LOTO equipment and procedures.

KEY POINTS

- Purpose of Lockout/Tagout and why it is critical for preventing injuries.
- Location of the Lockout/Tagout kits on site.
- What a Lockout/Tagout kit typically contains (locks, tags, hasps, etc.).
- Where Lockout/Tagout procedures and the LOTO program are located.
- What machine guards are and how they help protect employees.

COMMON HAZARDS

- Unexpected startup of equipment during maintenance or cleaning.
- Failure to isolate all energy sources (electrical, hydraulic, pneumatic, etc.).
- Missing or removed machine guards.
- Using equipment that has not been properly locked and tagged out.

SAFE PRACTICES & PROCEDURES

- Always follow facility-specific Lockout/Tagout procedures before servicing equipment.
- Use only authorized locks and tags from the LOTO kit.
- Verify zero energy before beginning work.
- Never remove someone else's lock or tag.
- Ensure machine guards are in place and functioning before operating equipment.



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