



## Lock-Out / Tag-Out Program Development & Sustainment

Lock-Out / Tag-Out, a.k.a. "control of hazardous energy" (abbreviated "LO/TO") refers to a system which attempts to stop injury and/or equipment damage due to the accidental re-starting of equipment undergoing service or repair.



The way to control this energy - such as electricity or pressure - involves use of a system of locks, as well as warning signs and tags. There are also requirements from OSHA in the US and the HSE in the UK - among many others - for employee and contractor training, detailing of energy sources, and annual program audits to ensure compliance.

A-EHS has a staff Certified Safety Professional (CSP) who has provided expert assistance with LO/TO programs around the globe. This includes policy development, training, and even yearly system-wide audits, to ensure there are no program deficiencies.

One critical item of Lock-Out / Tag-Out, which is often overlooked, is the requirement to detail *each and every energy source* to control on *each and every piece of equipment*, before it undergoes service or repair. This is very important, because as you may imagine if there are 4 energy sources and only 3 are controlled or shut off; if a person reaches in to do work and the device accidentally starts, the end-results could be horrific.

It is a very daunting task to describe all the energy sources in detail. Oftentimes, the documentation is not clear, or companies just rely on the "tribal knowledge" of employees and/or contractors. You should be aware this is not enough to satisfy regulations; in fact US OSHA levied substantial fines in late 2014 on this very topic.



Fortunately, A-EHS has in our toolbox a mobile software package known as **LATER (Lock-out And Tag-out Evaluation Reporter)**, which allows us to give clients detailed LO/TO procedures for each piece of equipment. Our software produces documentation that *meets or exceeds* regulatory requirements. Each piece of equipment is identified by a photo, as well as common items such as name, serial number, asset tag, etc.

There can be up to 8 energy sources listed per equipment, and each source has both the type (e.g. volts AC) and magnitude (e.g. 480) of the energy noted. The LO/TO *procedures for each energy source* are also clearly identified and described. There can be up to 2 pictures related to each energy source's LO/TO procedures. This means there is almost no way for someone to make a mistake and, say, turn the wrong valve: the pictures indicate which valve to turn.

The end result is documentation in unparalleled detail, that virtually eliminates both the chance of injury or equipment damage, due to improper or incomplete Lock-Out / Tag-Out.

