



## Lockout/Tagout

The Lockout/Tagout Program is designed to comply with OSHA 1910.147 and covers servicing and maintenance of telescopes, antennas, machines, and other equipment in which unexpected energizing or release of stored energy could cause an injury. The Program establishes the minimum procedures for the control of electrical, mechanical, pneumatic, hydraulic, chemical, or other energy during construction, servicing, and maintenance.

An Energy Control Program is required where an employee is required to remove or bypass a guard, or if an employee is required to place any part of the body in an associated danger zone existing during an operating cycle. The Energy Control Program consists of energy control procedures, employee training, and periodic inspections to ensure the equipment is isolated from the energy source and rendered inoperative.

The energy control procedures outline the scope, purpose, authorization, rules, and techniques utilized to control energy. The procedures include the following:

- Notify the telescope operator or machine operator and any other affected employees in the area of the lockout
- Be aware there may be more than one energy source
- Be aware that stored energy must be dissipated or restrained to prevent possible injury. After the lock is in place, verify the isolation of energy by attempting to operate the device or otherwise test for the presence of energy
- When repair or service is complete, verify the area is clear before restarting the equipment
- Place the equipment back in service in accordance with the energy control procedures
- If more than one employee is working on a locked out piece of equipment, each affected employee shall place a lock on the equipment to prevent startup
- If a piece of equipment has been locked out and the employee whose lock is on the equipment has left the site, every attempt should be made to verify the lockout was not inadvertently left in place. This must be accomplished before the lock is removed by someone other than the employee that placed the lock
- If no contact can be made with the individual, a qualified engineer must inspect the entire situation before the lock can be removed



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Training shall be conducted for authorized and affected employees. Employees, whose work is in the area of energy control procedures, shall be instructed in the procedures and prohibition to remove controls. Retraining will be conducted when there is a change in job assignments, machines, processes, or energy control procedures. The Safety Representative will certify the training has taken place and is up to date. Only authorized employees performing the work shall do lockout. Affected employees shall be notified of the removal of the lockout devices.

For much more information and the official University of Arizona documentation, as well as access to training on this subject, please go to:

<https://risk.arizona.edu/occupational-safety/lockout-and-tagout>