

AMHERST COLLEGE

Equipment and Machine - Lockout / Tagout Procedure

Equipment Des Building Bu Specific Area / Procedure Cre Number of Loc	uilding /Room eation Date		Equipment Number Address Procedure Designer Review Date	Special Concerns / Information	
Energ	y Source	Location	LOTO Method	LOTO Devices Used	
			IE SHUTDOWN REQUIREMENT		
1 - NOTIFY 2 - SHUTDOV 3 - ISOLATE 4 - LOCKOUT 5 - TEST LOT 6 - TRY REST 7 - REMOVE I 8 - TEST	VN Equipmon Equip/m FAII device FO Attempt FART Equipmon ENERGY Dissipat Using pro Apply an	ent/machine according to man achine using proper PPE and ses using the appropriate locks to remove lock, tag or other dent/machine to ensure personate or restrain stored or residual oper PPE, test the equipment/sy additional restraints such as	following the required LOTO Proces and tags at all of the identified is evice from lockout point to verify exposed to risk lenegy such as capacitors, hydramachine to verify all energy sourch blocks etc. following manufacture	cedures from all energy sources colation points effectiveness ulics, springs etc. e have shutdown r's instructions/specifications	
1 - INSPECT			E RESTORATION REQUIREMENT II nonessential items/tools have be		
2 - CHECK AF	2 - CHECK AREA Check the area to verfiy that all persons are made safe, or completely removed from the area				
3 - CHECK EQUIP A - REMOVE LOTO S - NOTIFY Make sure that all equipment/machines have the controls in the "Neutral" or "Off" position Remove all LOTO equipment and re-energize the equip/machine according to approved procedures Notify all affected persons that maintenace/service has been completed and isolations were removed				ding to approved procedures	
2. The equipmen3. The isolation a4. The equipmen	nt or machine has a sir and lockout of the ene at or machine is isolate	ootential for residual or stored energy ngle energy source that is readily ide	e or deactivate the equipment or machine	•	

6. The lock out device is under the exclusive control of the authorized employee performing the maintenance or service

8. Amherst College, with this exception, has no accidents involving unexpected activation/re-energization of the equipment or machine during servicing