LOCK OUT

Unexpected movement of electrical equipment that can be started by remote control may cause injuries to persons who happen to be near enough to be struck. Unexpected starting of motors may injure persons working on them as well as person operating machines controlled by the motors.

TAG OUT

For that reason, when persons are to repair motors or other electrical equipment, the circuit should be opened at the switchbox and the switch should be locked in the “off” position and tagged with a description of the work being done, the name of the person, and the department involved.

MAINTAIN CONTROL

Each person working on the equipment should have his or her own lock. Only the person who put the lock on, should take it off. The responsible person listed on tag must maintain control of the key to the locked circuit box.