

SAFETY FOCUS

LOCK OUT / TAG OUT (LOTO)

According to OSHA, failure to control hazardous energy accounts for nearly 10 percent of serious accidents in many industries. Hazardous energy comes in various forms, including electricity, steam, high pressure water, and mechanical energy. Hazardous energy can be unpredictable, and it presents risks when handled improperly. To prevent accidents and injury from the release of hazardous energy, training and education in proper LOTO procedures are essential on campus.

WHO: Each University employee must be trained in the tasks, situations, and tools they will use on the job. Workers who service or maintain machines or equipment as part of their job are required to be trained and retrained as necessary on how to properly isolate hazardous energy sources. Supervisors of workers who use LOTO are responsible for ensuring their workers are properly trained and that the training is documented.

WHAT: LOTO is the process of preventing the flow of any type of hazardous energy into equipment on which an employee may be working. LOTO procedures are often implemented in instances where a machine needs to be shut down for repairs or cleaning.

Written equipment specific energy control procedures must be developed for each piece of machinery or equipment. Each shop will maintain equipment-specific procedures as part of the shop-specific LOTO procedures.

WHEN: Employees must receive proper training before servicing or maintaining machines or equipment as part of their job duties. All authorized employees will be provided with training prior to using the procedures in the LOTO program. Retraining is required after workplace changes that affect the relevance of past training, after a change to the LOTO program, and when an employee(s) demonstrates inadequacy in required knowledge. Documentation of training and retraining is essential and the responsibility of supervisors. All authorized employees will be provided with annual refresher training.

HOW: University of Utah LOTO program:

<https://d2vxd53ymoe6ju.cloudfront.net/wp-content/uploads/sites/4/20170602091125/LO-TO-program-rev-D-06.2017.pdf>

LOTO training: <https://utah.bridgeapp.com/learner/courses/bae8dd2f/enroll>

OSHA Resources:

<https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.147>

<https://www.osha.gov/control-hazardous-energy>

