



# Electrical & Lockout/Tagout

Meets OSHA General Industry Standards Subpart S – Electrical  
& 1910.147 – LO/TO



## The Do's & Don'ts of Electricity

- Do keep tools in good condition and properly lubricated
- Do inspect electrical equipment for loose connections or frayed insulation
- Do make sure that electrical equipment is grounded
- Do use insulated nonconductive tools around power sources
- Do keep your distance from power lines and don't use a ladder within 10 ft. of one.

- Don't use cords to raise or lower equipment
- Don't fasten cords with staples or nails
- Don't run cords through windows, doorways or in walkways
- Don't remove the 3<sup>rd</sup> prong on a 3 prong cord
- Don't touch anything electrical with wet hands or while in a wet area
- Don't use tools that smoke, smell or spark
- Don't overload outlets or motors

### Report Unsafe Conditions to a Supervisor if you spot:

- ✓ Shocking, sparking, overheating or smoking machinery
- ✓ Corroded outlets, switches and junction boxes
- ✓ Extension cords in permanent use
- ✓ Exposed wiring, broken plugs, outlets or walls; missing box covers or faceplates
- ✓ Outlets in damp areas without Ground Fault Circuit Interrupters



## Lockout/Tagout Basics

- **Who does Lockout/Tagout apply to?**  
Anyone performing service/maintenance on machines or equipment  
Anyone exposed to the unexpected energization, start-up, or release of hazardous energy
- **Which employees are affected by Lockout/Tagout**  
*Affected Employees:*  
Operates or uses machines or equipment on which servicing or maintenance is being performed under lockout or tagout, or whose job requires them to work in an area in which such servicing or maintenance is being performed.  
*Authorized Employees:*  
Must lock out or tag out machines or equipment in order to perform servicing or maintenance on that machine or equipment.
- **Lockout/Tagout Do's Prior to Shut Down of Equipment:**
  1. Locate isolating devices for all energy sources
  2. Notify all affected employees
  3. Shut down machinery
  4. Release all stored energy



### Release Stored Energy:

- Bleed of Compressed Air
- Drain off Hydraulic Fluid
- Ground Circuits
- Drain & Flush Chemical lines