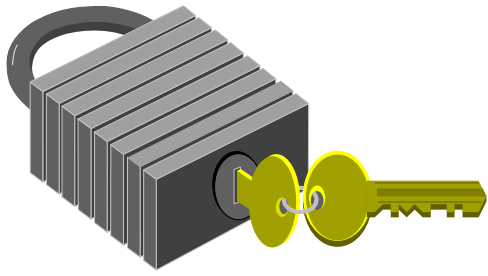


Lockout/Tagout

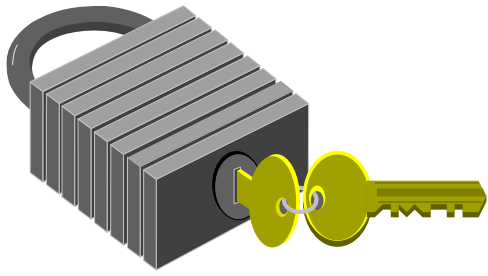
Controlling Hazardous
Energy



Lockout/Tagout

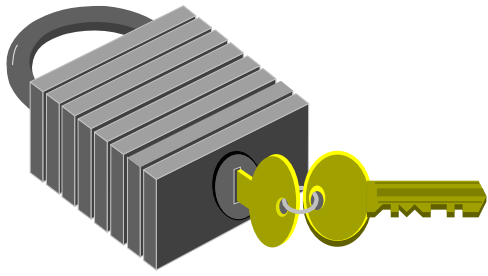
Objectives

- **What is Lockout/Tagout**
- **When is Lockout/Tagout used**
- **What is your job when Lockout/Tagout is being performed**



Lockout/Tagout

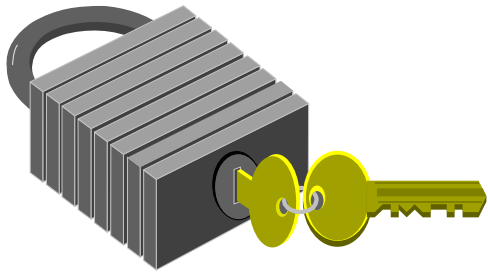
Lockout/Tagout is a program designed to prevent the unexpected energizing or release of stored energy in machines or equipment on which cleaning, servicing and repairing is being performed by employees.



Lockout/Tagout

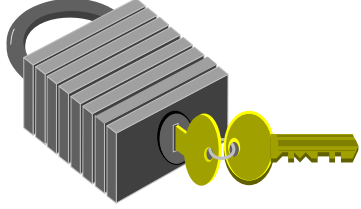
The information on a tag should include:

- *The name of the worker who put it there**
- *The date the work began**
- *The time the work began**
- *The type of work being performed**



Lockout/Tagout

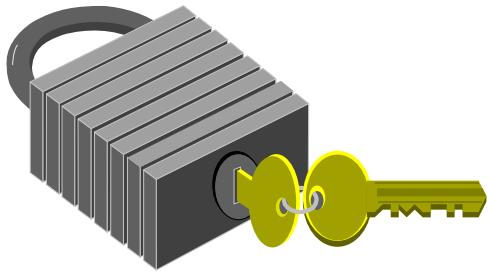
The program consists of documented energy control procedures, an employee training program, and periodic inspections of the procedures.



Lockout/Tagout

Lockout/Tagout procedures must include the following steps:

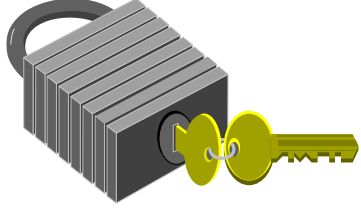
- 1) prepare for shutdown
- 2) shut down the machine
- 3) disconnect the machine from the energy source
- 4) apply Lockout/Tagout device to the energy source
- 5) release any stored or residual energy
- 6) verify that equipment will not start prior to starting work
- 7) assure that machine parts are working properly
- 8) notify affected employees that lockout/tagout devices are removed.



Lockout/Tagout

Lockout/Tagout procedures must be followed any time cleaning, servicing or repairing a piece of equipment occurs if:

- a) a machine guard must be removed or bypassed,
- b) any part of an employee's body is placed in the point of operation of an operational piece of equipment, or
- c) any part of an employee's body is placed into a danger zone associated with a machine operating cycle.



Lockout/Tagout

Frito-Lay has specified that Lockout Tagout must take place for certain Operational tasks on certain equipment. Some of them are:

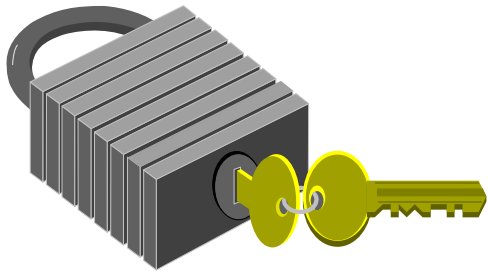
1. Changing a **Slicer Head**.
2. Changing jaws, pull belts or knife blades on a **Bagmaker**.
3. Changing wires or bands on a **Sheeter**.
4. Cleaning or changing stones on a **Mill**.
5. Cleaning / clearing or setting up a **Masa Hog**.
6. Cleaning, setting up or changing over **Acrisons, Spinners, Hapmans**, etc.
7. Changing any cutter blade or die; such as on a **Marlen** or **FCP Extruder**.
8. **Sanitation** detailing of packaging lines, or other equipment where exposure occurs.
9. Cleaning, unplugging, reaching your hand inside, opening lids or guards, or other activities on **any of this equipment** when that activity would be dangerous if the equipment were running.

Never assume a piece of equipment is completely locked out just because it has a lock on it.

- *The person locking out the equipment may have overlooked something.*

Never try to start equipment that you know is locked out.

Awareness is not only for you but it is also to safeguard others by knowing when someone should be locking out the equipment.



Lockout/Tagout

Only the employee performing cleaning, servicing or repair to a piece of equipment is allowed to Lock that piece of equipment out.

Under no circumstance should you rely on a co-worker's lock while you're doing routine maintenance on a machine.

NO ONE CAN LOCK OUT A PIECE OF EQUIPMENT FOR YOU!!!!

Accountability Guidelines

MAJOR: An identified unsafe act or action by a team member that has the potential for serious injury to self or others, or cause significant damage to product or equipment.

- Failure to comply with Lockout Tagout (LOTO) and the Hazardous Energy Control Program.
- Unauthorized use or operation of machinery or equipment e.g. unauthorized use of a PIT, unauthorized work on energized electrical equipment.
- Placing body parts in or near a hazardous point-of-operation without de-energizing the equipment.
- Unsafe use of equipment or machinery.

Lock it out and avoid injuries such
as this



What Questions Do You Have?

