



# ARCO SAFE TOOL BOX TALKS

## Lock Out/Tag Out (LOTO) – Electrical Equipment



### **What is Lock Out/Tag Out?**

*Lockout is the process of turning off and locking out the flow of energy from a power source to a piece of equipment or circuit, and keeping it locked out. Lockout is accomplished by installing a lockout device at the power source.*

*Tag Out is placing a tag on the power source. The tag acts as a warning not to restore energy – it is not a physical restraint. Tags must clearly state: DO NOT START.*

### **What must be locked or tagged out?**

You should never work on:

- Electrical circuits unless an effective LOTO program is implemented
- Energized electrical circuits which are not positively de-energized or tagged out

### **Construction Industry LOTO rules include:**

- Tag all controls that are to be deactivated during the course of work on energized or de-energized equipment or circuits
- Render equipment or circuits that are de-energized inoperative and attach tags at all points where such equipment or circuits can be energized
- Place tags to plainly identify the equipment or circuits being worked on