

LOTO Practices Working Group

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BROOKHAVEN NATIONAL LABORATORY

LOTO NEWSLETTER

Issue I

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Introduction - Welcome to the BNL LOTO Newsletter

The revised LOTO Subject Area was published on September 30th, 2013. The new subject area includes changes in format and simplification of the LOTO process. Initial feedback from staff is very positive.

A new team, the LOTO Practices Working Group (LPWG), has now been formed to continually improve the content of the revised subject area and associated training. The group will also develop tools to help with LOTO implementation and provide a pathway for enhanced communication between BNL organizations on LOTO issues. The LPWG has been meeting since late October. The members of the working group consist of a cross-section of the lab population that oversee and implement LOTO.

This newsletter is one direct result of the group's efforts. It provides a monthly summary on the implementation of the new process, best practices, lessons learned, worker feedback, and a questions and answers section. So look for it on the Safety & Health Services Division website and share the information with others. Help us by providing your input to one of the team members listed at the left side of the newsletter.

Best Practice - Energy Sources and Threshold Information Table

The revised LOTO Subject Area includes several tools to use when evaluating whether lockout/tagout is required to protect workers from hazardous energy while servicing equipment.

The **Energy Sources and Threshold Information** table lists types of energy (thermal, hydraulic, pneumatic, electrical, etc.) and levels for which LOTO is required when workers are possibly exposed to these energy sources.

The subject area also includes **Supplemental Information on Thresholds for Various Forms of Energy**. These two documents can be used together by work planners to help provide consistent implementation of LOTO across BNL. Look for both documents in the **Forms and Exhibits** section of the LOTO subject area.

Lessons Learned — Correct Use of LOTO Locks

Recently five LOTO-style locks were found on BNL gym lockers. Even something as simple as using a LOTO style lock on a gym locker can desensitize someone to the importance of using these locks correctly. The sight of a LOTO lock attached to a piece of *equipment* tells us that someone is working on the equipment and that if the equipment were to be energized, that person's life would be in immediate danger. For that reason LOTO locks **must not be used** for purposes other than protecting people from hazardous energy.

Worker Feedback:

"LOTO tags are one sided and the information blocks on the tag are not consistent with requirements in the LOTO Subject Area. This makes it tough for the worker to fill out the tag appropriately."

LPWG Response:

BNL-specific LOTO tags are designed with input from line organizations and LPWG members. See any working group member for a preview of the new design. We expect the new design to be incorporated into the subject area soon.

Q and A

Q - How often does the LOTO Practices Working Group meet?

A - The working group is currently meeting every week for one hour. Starting in January, we expect to drop the meeting frequency to once every two weeks. We will be communicating through email in between meetings.



LOTO LOCK