

LOTO

Practices

Working Group

- Dan Ahearn
MPO
X 7658
- Rich Biscardi
SHSD
X 7760
- Bill Brown
QMO
X 4615
- Roy D' Alsace
PS
X 3973
- Dan Galligan
SHSD
X 2066
- Phil Harrington
Training Office
X 5669
- Eric Johannsen
SHSD
X 8614
- Ed Nowak
SHSD
X 8211
- Ariel Nunez
F&O
X 8838
- Kim Mohanty
CMPMSD
X 4402
- Rich Rambadt
Site Resources
X 631-278-8045
- Paul Sampson
CAD
X 7178
- Chris Seniuk
BHSO
X 2034
- Gregg Tomasello
Site Resources
X 4548

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LOTO NEWSLETTER

LOTO Surveillances

Last month, members of the LOTO Practices Working Group (LPWG) and others completed 34 LOTO surveillances. Of those, 31 were found to have no deficiencies. As was the case in March, most of the deficiencies were found during the application phase. The table below notes the breakdown.

Number of noted items for improvement by LOTO sub-process	
LOTO Training	0
LOTO Planning	1
LOTO Application	3
LOTO Removal	0

Noted items for improvement—April 2014 LOTO Surveillance analysis

- Authorized Worker did not place a lock on a lockbox prior to starting work
- Primary Authorized worker lock was not the first lock on a lock box
- LOTO lock was not personally identifiable

Lessons Learned: Lock It and Pocket

The catch phrase “Lock It and Pocket” reminds you to apply a lock that controls all de-energized equipment and keep the key to that lock in your personal possession. This way, you ensure that all energy sources remain secured and unable to be turned on while you are working on the equipment. Simply turning off the equipment does not guarantee that someone else will not inadvertently turn on the equipment. Relying on another person’s lock does not provide you with the personal control that you need in order to ensure your own safety. Applying and removing your lock puts you in control over the hazardous energy sources!

The BNL Training Office includes an interesting video in their LOTO classroom training. This event did not happen at BNL. It describes how a crew of four experienced electricians who had worked together for many years relied on the foreman’s locks to protect them during a modification. After the installation was complete and some testing needed to be done, one of the electricians asked the foreman to remove one of the locks. Unfortunately there was a miscommunication and all locks were removed. The electrician died in that event.

When you are performing service and maintenance on equipment, BNL requires that you have personal control over all hazardous energy sources that could injure you if those energy sources were inadvertently energized while you are working on the equipment. This is accomplished by applying a lock to the de-energized equipment and keeping the key under your personal control while you are working on the equipment. You must install your lock and only you must remove it. Never give up your personal control by allowing someone else to do this for you or by relying on their lock to protect you. That is why in a group LOTO, BNL requires you to apply a lock to a lockbox or hasp in addition to the Primary Authorized Employee. Again, it gives you the control you need to ensure your own safety.

Q and A

Question - In a group LOTO, why does the Primary Authorized Employee have to be the first to apply a lock to and the last to remove a lock from a lockbox or hasp?

Answer – In a group Lockout, the Primary Authorized Employee (PAE) coordinates the overall LOTO for all of the workforces involved. They ensure the continuity of Lockout/Tagout protection for both Authorized and Affected Employees.

The PAE must be the first to apply a lock to a group lockout in order to ensure all hazardous energy sources are controlled prior to the start of work.

After the work is complete, the PAE must be the last to remove their lock. Doing so ensures the PAE is aware that all workers are finished and the equipment is ready to for the next stage in the work process prior to removing their lock.

Remember when servicing equipment that has a group LOTO applied, you need to make sure you have been briefed by the Primary Authorized Employee. Before starting work, apply your personally identifiable lock. After you have completed your portion of the job, remove your personally identifiable lock.

Got a Question? Ask the LPWG.