

# SAFETY: LOCKOUT TAGOUT

*eLearning courses designed to increase productivity and profits*



## Learning made Simple, Visual, and Interactive

This Safety: Lockout Tagout (LOTO) course by THORS will give employers the information needed to create a safety program for any manufacturing business where the isolation of hazardous energy is needed to prevent injury to employees during service or maintenance of machinery. Employees who are being trained in safety protocols will finish this course with a thorough understanding of the part employers and employees each play in developing and maintaining a LOTO program including maintenance of safety records.

Credit Hours **2**

## Learning Objectives

- Define energy and name at least four different energy sources.
- Describe the importance of separating the machine from its energy source or sources.
- Differentiate between energy-isolating devices that are capable of being locked out and those that are not capable of being locked out.
- List the components of a training program, including the differences between the three employee types.
- Identify the standard steps in the LOTO procedure, including defining group LOTO.
- Outline the three instances when LOTO is required and the four instances when LOTO is NOT required.

## Table of Contents

### I. LOTO Concepts

- Energy**
  - o Energy Sources
  - o Energized Machines
  - o Danger Zone
- Energy-Isolating Devices**
  - o Capable of Being Locked Out
  - o Not Capable of Being Locked Out
- Lockout Devices**
  - o Additional Safety Measures
  - o Device Requirements

### II. Energy Control Program

- Employer Requirements**
- Energy Control Procedure**
- Training Programs**
  - o Employee Types
  - o Tagout Considerations
  - o Retraining
- LOTO Procedure**
  - o LOTO Steps
  - o Group LOTO
- LOTO is Required**
  - o Bypassing Safety Measures
  - o Point of Operation
  - o Operating in the Danger Zone

- LOTO is Not Required**
- Removal of LOTO Devices**
- Special Safety Circumstances**
  - o Servicing with the Power On
  - o Testing or Positioning of Machines
  - o Machine Setup
- Personnel Safety Requirements**
  - o Shift or Personnel Changes
  - o Outside Personnel
- Inspections and Certifications**

### III. Case Studies

