

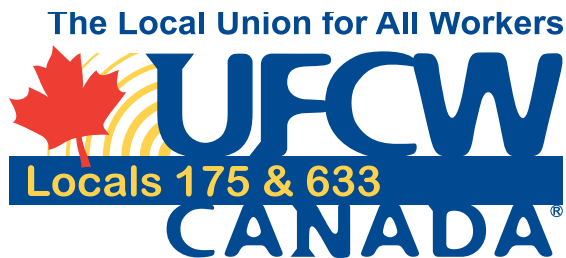
# LOCK OUT for everyone's SAFETY

A LOCK OUT is a method, device or procedure for preventing the sudden and uncontrolled release of energy from a system, machine or piece of equipment.

Without a LOCK OUT, workers can be injured during equipment repairs, maintenance, cleaning, altering, oiling or when electricity is restored after a power outage.

Today's computer-operated equipment can start and stop in an even more unpredictable manner.

**ALWAYS ACHIEVE ZERO ENERGY**



**Locals 175 & 633 UFCW Canada**

Health & Safety Department

2200 Argentia Road  
Mississauga, ON L5N 2K7

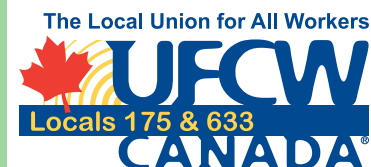
Phone: 905-821-8329  
Toll Free: 1-800-565-8329  
Fax: 905-821-7144

E-mail: [membership@ufcw175.com](mailto:membership@ufcw175.com)

**[www.ufcw175.com](http://www.ufcw175.com)**

# HEALTH & SAFETY

## What You Need To Know About LOCK OUT



*Shawn Haggerty  
President*

*Kelly Tosato  
Secretary-Treasurer*

*Karen Vaughan  
Recorder*

# ACHIEVE ZERO ENERGY

- Before turning off power, ensure no one is operating the affected machinery – a sudden loss of power could cause an accident.
- Make all energy sources, whether electric, pneumatic, hydraulic or gravitational, NON-OPERATIONAL before performing maintenance.
- Bleed, drain and clear all air, hydraulic and steam lines.
- Open and vent air and condensate valves.
- Release and block any mechanism under tension and support any rams with safety blocks (fully interlocked if possible) or pins.
- Test main valves or electrical disconnect to ensure power is off.
- Every person working on the affected machine must put their own lock on the machine's lock out device(s).
- Each lock must remain on the machine until the work is completed.

## Your Workplace Needs a Lock Out Policy and Procedure

- Identify lock out situations
- Develop a procedure
- Train workers in the procedure
- Keep your policy/procedures up to date.



The Occupational Health & Safety Act (OHSA) contains specific lock out requirements under the Industrial Sector regulations. The Ministry of Labour has a useful engineering data sheet on lock out as well.

**DO NOT  
just pull a fuse!**

**DO NOT  
rely on throwing a circuit  
breaker or switch!**

**DO NOT BEGIN WORK  
on the machine until you are  
sure the power is off and your  
lock is on!**

**ALWAYS  
use a lock and keep the ONLY  
key somewhere safe like in  
your pocket.**

**ALWAYS  
achieve ZERO energy  
before performing  
any tasks.**