



ENERGY CONTROL PROCEDURE

PROCEDURE INFORMATION				
Department:	CURENT	Date Developed:		Developed By:
Equipment/System:		Equipment/System Location:		
Purpose				

1. Notify affected employees about the purpose of the service, maintenance or modification of this equipment and inform them to not remove or bypass the lockout process or attempt to start the equipment.
2. Follow the defined shutdown procedure for the equipment.
3. Isolate, lockout, and verify each energy source listed in the following table.

ENERGY SOURCE		ISOLATION		LOCKOUT	VERIFICATION
Type	Magnitude	Device	Location	Device	Method



ENERGY CONTROL PROCEDURE

4. Isolate, lockout, release energy, and verify each stored energy source listed in the following table.

ENERGY SOURCE		ISOLATION		LOCKOUT	RELEASE STORED ENERGY	VERIFICATION
Type	Magnitude	Device	Location	Device	Control Method	Method

5. If lockout cannot be performed or de-energization cannot be verified, notify your advisor or lab management before continuing any work.
6. Conduct service, maintenance or modification of the equipment.
7. Once the work is completed, clear the equipment of all tools and remove any safety straps or grounds added for energy control purposes.
8. Clear the area of all personnel, remove lockout devices, follow the startup procedure for the equipment and notify affected employees that the work is finished.

PERSONS AUTHORIZED TO USE THIS PROCEDURE (NAME AND PHONE NUMBER)	