City of Murray
Lockout Tagout Procedures

Machine: Sediment Drive 1   Plant: Water Treatment Plant

Area: Sediment Tanks   Updated:

Personal Protective Equipment:

Safety Glasses	Steel Toe Shoes	Nitrile Gloves (as needed)	Leather Gloves (as needed)	

SAFE OPERATING PROCEDURES:

1. Always Lock, Tag, and Try to control hazardous energy sources prior to performing maintenance or service on this machine, when removing or bypassing a guard, and/or under any circumstance where the unexpected start-up or energization of the equipment could cause bodily harm.	2. **This machine has no Lock-Out point and can only be tagged out at this point.

LOCKOUT PROCEDURE:

(Use this procedure before any servicing or maintenance activities are performed where the expected energization, start up, or release of stored energy may cause injury. (I.e. repairs, set-up, clearing parts, etc.)

Lock Out/Tag Out Equipment Needed:

Tag				

Before Servicing or Maintenance:

1. Notify all affected personnel that you intend to lockout the equipment. 2. Clear the area and equipment of tools, parts and other materials. 3. Identify breaker 9 on the main breaker box located on the east side of the Sediment Tanks. 4. Denergize breaker switch by flipping to OFF position.	5. Apply tag to breaker switch. *NOTE* Tag shall include date taken out of service, person/persons that took out of service, and work being done. 6. Dissipate or release any stored energy by trying to turn the Sediment Drive 1 switch, located to left of breaker box, to the hand position and push start. 7. Return switch to the OFF position.

Energy Sources:				
Magnitude:	**460V**			
Energy Isolation Device & Location:	Breaker box located on east side of Sediment Tanks			

After Servicing or Maintenance:

1. Verify all controls are "off" or in neutral position.
2. Clear machine or equipment of tools, parts, or people.
3. Make sure all guarding is in place.
4. Notify affected personnel that the machine or equipment will be re-energized.
5. Remove locks, devices, and tags from energy isolation devices.
6. Re-energize or power-up machine by returning energy isolating devices to normal operating position.

Prepared by: _____   Date: _____

Approvals: _____

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