FLOW CHART: Lock-Out/Tag-Out Procedure

1 Stop/Shut down equipment.

2 Identify each energy source.

3 Isolate each source of energy with suitable Lock-Out devices.

4 Lock-Out and Tag-Out by each person.

5 Release stored energy if any.

6 Verify effectiveness of Lock-Out/Tag-Out.

7 Perform required job.

8 Remove Lock-Out/Tag-Out.
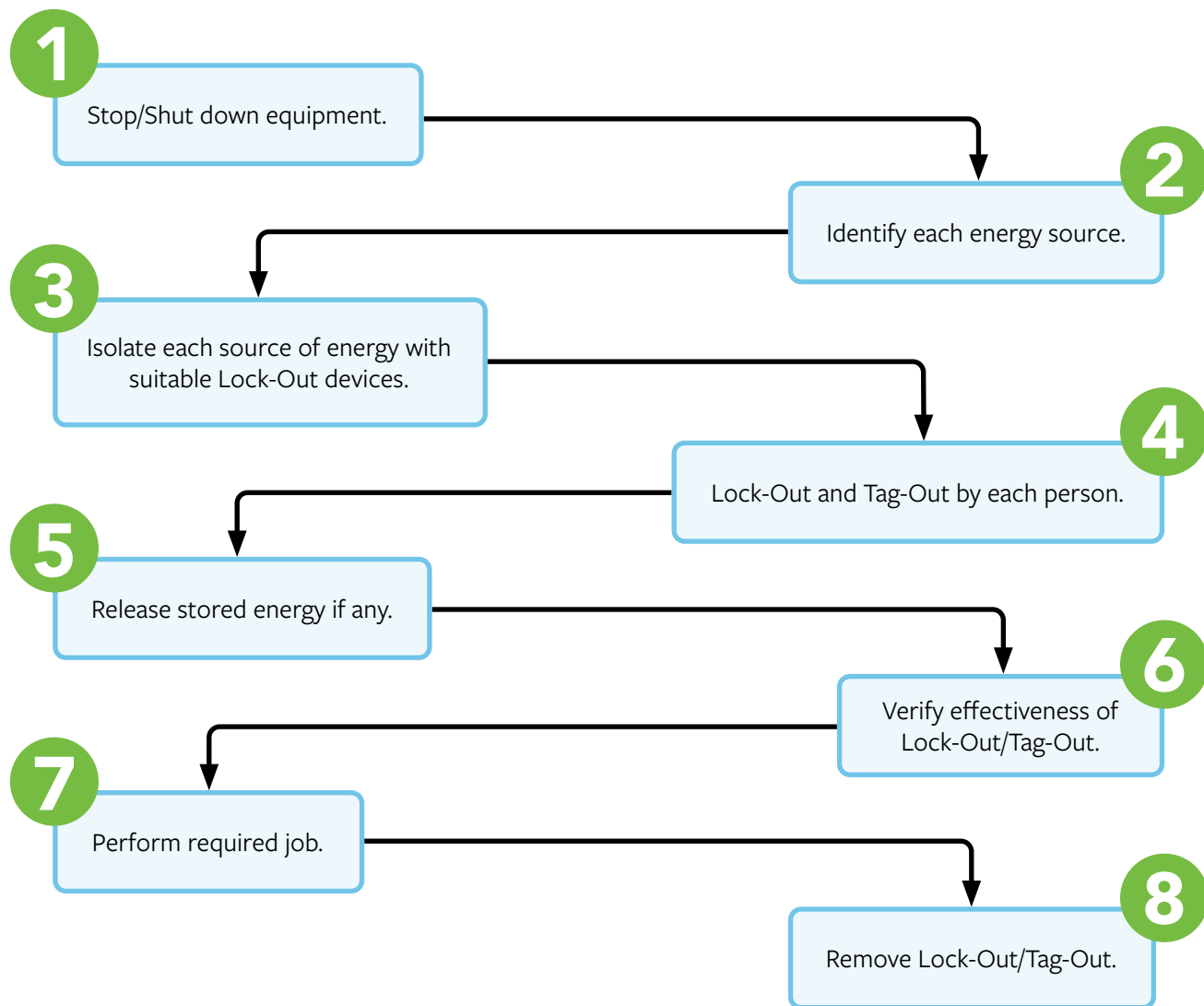
Lock-Out/Tag-Out Removal Procedure:

1 Inspect work area (Machine guards in place, tools removed, all persons are in safe location).

2 Remove locks and tags and isolating device.

3 Re-energize the equipment.