

Electrical Safety and Lockout/Tagout for Construction – Lockout/Tagout

To protect against being electrocuted, workers need to follow lockout/tagout procedures.

Procedures

When performing lockout/tagout on circuits and equipment, use this checklist:

- ❑ Identify all sources of electrical energy for the equipment or circuits in question
- ❑ Disable backup energy sources such as generators and batteries
- ❑ Identify all shut-offs for each energy source
- ❑ Notify all personnel that equipment and circuitry must be shut off, locked out, and tagged out. (Simply turning a switch off is not enough)
- ❑ Shut off energy sources and lock switch gear in the OFF position. Each worker should apply his/her individual lock, and keys are kept with that worker
- ❑ Deplete stored energy (for example, in capacitors) by bleeding, blocking, grounding, etc.
- ❑ Test equipment and circuitry to ensure they are de-energized. This must be done by a qualified person
- ❑ Apply a lock or tag to alert other workers that an energy source or piece of equipment has been locked or tagged out
- ❑ Make sure all workers are safe and accounted for before equipment and circuits are unlocked and turned back on. Only a qualified person may determine when it is safe to re-energize circuits



Tips

Recognize **hazards** such as:

- Inadequate wiring
- Exposed electrical parts
- Wires with bad insulation
- Ungrounded electrical systems and tools
- Overloaded circuits
- Damaged power tools and equipment
- Using the wrong PPE and tools
- Overhead power lines
- All hazards are made worse in wet/damp conditions

Take **protective measures** including:

- Ensuring proper equipment grounding
- Using GFCIs
- Checking fuses and circuit breakers
- Guarding live parts
- Using flexible cords safely and properly
- Participating in training
- Inspecting portable electrical tools and extension cords before use