

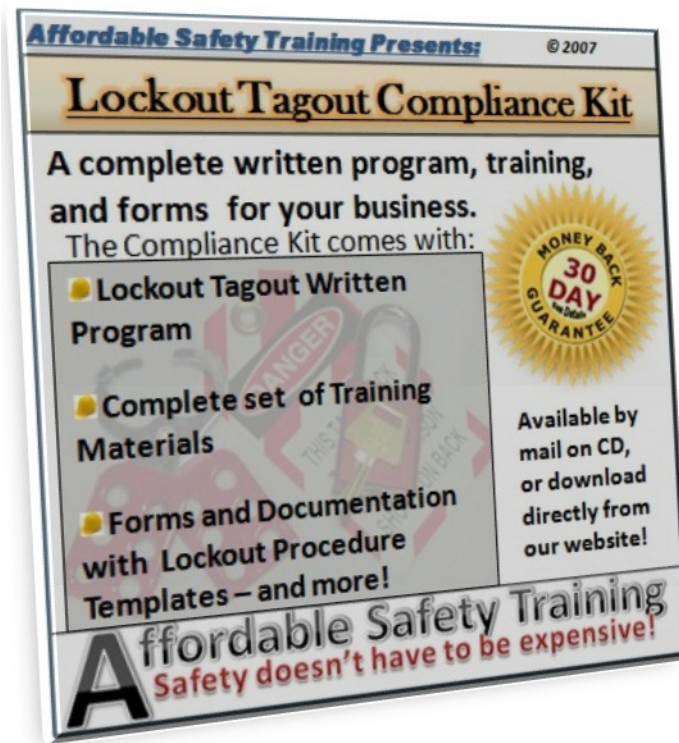
Affordable Safety Training

Safety doesn't have to be expensive!

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Affordable Safety Training presents:

Lockout Tagout Compliance Kit



The Lockout Tagout Compliance Kit contains everything your business needs to establish a company Lockout Tagout Program. The written program, training material, and forms are all included.

Every product comes with our 30 Day Money Back Guarantee. If this product does not meet your business needs, just let us know within thirty days for a full refund!

We thank you for shopping with **Affordable Safety Training.**

If you have any questions, please give us a call!

Work Safe!

Lockout Tagout Compliance Kit Contents:

Quick Compliance Checklist

This checklist is a quick guide to getting your company Lockout Tagout program up and running. It provides simple step-by-step instructions for forming and executing your Lockout Tagout program.

Lockout Tagout Quick Compliance Checklist			
Note: The Quick Compliance Checklist is guide to getting your program started. It is not to be used as a substitute to 29 CFR 1910.147			
Item	Description	Date Started	Date Completed
1	Obtain a copy of Control of Hazardous Energy Standard 1910.147		
2	Review the standard		
3	Develop a list of machinery that requires Lockout Tagout		
4	Ensure specific LOTO procedures are used for each piece of equipment. (LOTO procedure template included on CD)		
5	Develop a list of all authorized employees.		

Sample portion of Lockout Tagout Quick Compliance Checklist

Lockout Tagout Written Program

A strong written plan is critical to the success of any safety program. The Lockout Tagout program is written to **OSHA Standard 29 CFR 1910.147**. The document provides the structure and procedure for your lockout tagout program. This document covers:

- Purpose
- Scope and Responsibilities
- LOTO Procedure Outline
- Multiple Lockout Users
- Multi-Shift Lockout
- Clearance Procedure
- Program Review
- Training Requirements

Sample Lockout Tagout Written Program

1. Description of the Program

The goal of this program is to control hazardous energies in the workplace to the greatest extent possible. The lockout tagout program has been developed to ensure that employees are protected from hazardous energy. This written program is available to all employees.

2. Scope

A sample portion of the LOTO Written Program

This program is fully OSHA Compliant and easily customizable to your business.

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Lockout Tagout Training Materials

Training is an important part of establishing your program. The Lockout Tagout Compliance Kit contains all the materials you need to train your employees. It includes:

- Training Outline
- Power Point Lecture
- Participant Worksheet
- Quiz
- Certificate of Completion

These materials are clear, concise, and effective. The Training Outline describes the training program, and what steps the company needs to take to customize it to their business.

Lockout Tagout Training Outline

Subject: Lockout Tagout

Length: Approximately 1 hour

Requirement:

- Upon initial assignment
- Whenever new procedures are introduced in the work area.

Required Equipment:

- Lockout Tagout Power Point Lecture (Included on CD)
- Lockout Tagout Written Program (Template on CD)
- Lockout Tagout Participant Worksheet (Included on CD)
- Lockout Tagout devices used in your facility
- Lockout Tagout Sample Procedure (Template of CD)

1. Introduction

A sample portion of the Training Outline

Lockout Tagout – Affected Employees

- “Affected Employees” are employees that:
 - Operate equipment
 - Infrequently adjust LOTO equipment
 - Work in the area of equipment that requires LOTO

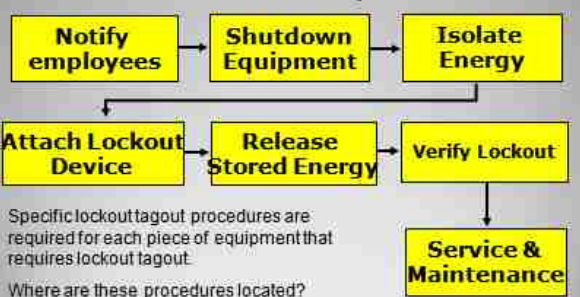


Affected Employees can be nearly everyone in a facility. Affected Employees must be trained in and have the ability to recognize LOTO requirements.

Lockout Tagout Power Point Sample Slide 1

Lockout Tagout Procedures

Six Basic Steps



Specific lockout tagout procedures are required for each piece of equipment that requires lockout tagout.

Where are these procedures located?

Service & Maintenance

Lockout Tagout Power Point Sample Slide 2

Lockout Tagout – Authorized Employees

- Authorized Employees are employees who:
 - Maintain equipment
 - Perform maintenance on equipment
 - Perform detailed inspections of equipment

It is critical that Authorized Employees are fully trained in LOTO, and have a strong understanding of the LOTO procedures that are specific to their equipment.

Lockout Tagout Power Point Sample Slide 3

Types of Hazardous Energy



What other sources of hazardous energy are present in your work place?

Lockout Tagout Power Point Sample Slide 4

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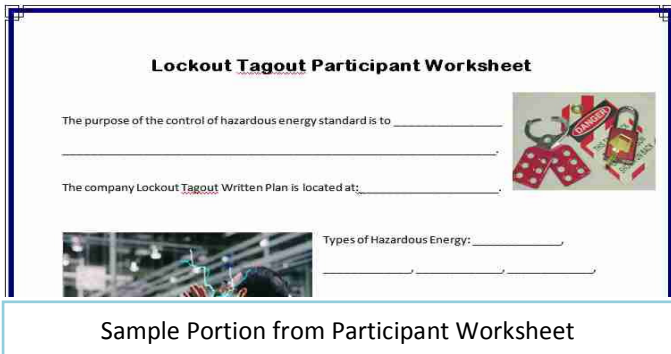
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Lockout Tagout Participant Worksheet

The purpose of the control of hazardous energy standard is to _____

The company Lockout Tagout Written Plan is located at: _____

Types of Hazardous Energy: _____



Certificate of Completion

Company Name

THIS IS TO CERTIFY THAT

John Smith

has completed the Company Name Lockout Tagout training and is familiar with the requirements of OSHA

Sample Portion of Certificate

Forms

The Lockout Tagout Compliance Kit also comes with the forms and documentation you need. These forms include:

- 🔑 Sample Lockout Procedure
- 🔑 Lock Assignment Table
- 🔑 Lockout Device Removal Form
- 🔑 Annual Training Evaluation

Lockout Tagout Sample Procedure

Energy Sources: (Circle One)		Electrical	Mechanical	Gas	Pneumatic (Air)	Hydraulic (oil)	Gravity	Steam	Wind	Rotating
Equipment Description/Common Name:										
Manufacture:					Location of Equipment:					
Equipment-Specific LOTO Developed/revised By:							Rev. Date:			
Yes	No	Procedural Steps (If there are any questions concerning this procedure see your Senior Technician or the EHS Representative). Complete all steps and power sources that apply.								
<input type="checkbox"/>	<input type="checkbox"/>	1. NOTIFICATION OF AFFECTED EMPLOYEES: Affected employees who use or work near the equipment have been notified that it is being shut down. In addition to this lockout procedure, the Authorized Employee must be aware of any additional safety requirements when dealing with this type of equipment. If there are any questions see your Senior Technician or EHS Representative before proceeding.								
<input type="checkbox"/>	<input type="checkbox"/>	2. ALL SOURCES OF ENERGY HAVE BEEN IDENTIFIED above*, SOURCES OF STORED ENERGY (including their location) are: _____								
<input type="checkbox"/>	<input type="checkbox"/>	3. DEACTIVATION OF ENERGY SOURCES & APPLICATION OF ENERGY CONTROL DEVICES: The equipment is deactivated by switching "off" the power switch located at: _____								
<input type="checkbox"/>	<input type="checkbox"/>	ELECTRICAL POWER (at _____ V) to the equipment is controlled at _____ using the following energy control devices _____								

Sample portion of the Lockout Tagout Procedure