HAZARDOUS ENERGY CONTROL PLAN

Lockout / Tagout

Chula Vista & San Bernardino
Laundry Plants

August 2020

Job Options, Inc.

LOCKOUT / TAGOUT PLAN – LAUNDRY PLANTS

A. Purpose

The accidental or unexpected starting of any machinery or electrical equipment can cause injury or death. This plan establishes the minimum requirements for the lockout of energy isolating devices whenever maintenance or servicing is done on machines or equipment. It shall be used to ensure that the machine or equipment is stopped, isolated from all potentially hazardous energy sources and locked out before employees perform any servicing or maintenance where the unexpected energization or start-up of the machine or equipment or release of stored energy could cause injury.

Before **ANY** inspections, maintenance or repairs are made on electrical equipment, power should be turned off at the switch box and the switch locked in the OFF position (locked-out). The switch or controls should be securely tagged to show that the equipment or circuits are being worked on.

In addition, mechanical parts generally must be mechanically blocked to prevent inadvertent movement during cleaning, servicing, or adjusting operations (block-out). If the machinery or equipment requires movement for the specific task, the hazard must be minimized through use of the extension tools (extended swabs, brushes, scrapers, etc.). Employees must be properly trained in the use of such tools.

Machinery being inspected or repaired must be isolated from all potentially hazardous energy sources, which must be locked out and blocked out. The machinery must also be free from all residual or accumulated energy before employees may perform any servicing or maintenance activities, if the unexpected release of stored energy could cause injury.

B. Definitions

1. **Affected Employee** – An employee whose job requires him/her to operate, use or work in the vicinity of a machine or equipment on which maintenance may be performed under lockout or tagout.

2. **Authorized Employee** – A person who is authorized to lock or tag a machine in order to perform maintenance or repairs or oversee repairs done by individuals outside the company.

3. **Energy** – Any of the following but not limited to: electricity, steam, compressed air or pressurized hydraulic fluid.

4. **Energy Isolating Device** – A mechanical device which is used to physically prevent the release or transmission of energy, including but not limited to: electrical circuit breakers, disconnect switches or valves. Push buttons are not energy isolating devices.

5. **Lockout** – The placement of a lockout device on an energy isolating device in accordance with an established procedure, ensuring that the energy isolating device and corresponding equipment being controlled cannot be operated until the lockout device is removed.

6. **Lockout Device** – A device that is used to adapt a padlock to an energy isolating device when that energy isolating device does not already have accommodations for accepting a padlock.

7. **Tagout** – The use of warning tags in conjunction with lockouts or a warning tag by itself when an energy isolating device will not accommodate a padlock or any type of lockout device.

8. **Tagout Device** – A prominent warning device, such as a tag and a means of attachment, which can be securely fastened to an energy isolating device in accordance with an established procedure, to indicate that the energy isolating device and the equipment being controlled may not be operated until the tagout device is removed.

C. Compliance With This Program

It is the responsibility of **all** employees to follow the proper procedures as outlined in this Plan. All employees are required to comply with the restrictions and limitations imposed upon them during the use of lockout. The authorized employees are required to perform the lockout in accordance with the procedure. **All employees, upon observing a machine or piece of equipment which is locked or tagged out to perform servicing or maintenance shall NOT attempt to start, energize, or use that machine or equipment.**

Outside servicing personnel must follow the same on-site procedures as outlined in this Plan.

D. Employees Authorized to Lockout/Blockout Equipment

Only authorized employees may lockout/blockout machines or equipment. The authorized employee(s) at the Job Options, Inc. Laundry Plants located in San Bernardino and Chula Vista are:

1. Joseph Lococo Title: Mechanic- CVL
2. Guillermo Estrella Title: Mechanic - CVL
3. Mike Honeycutt Title: Mechanic - SBL
4. Jon Gallardo Title: Mechanic - SBL
5. _____ Title: _____
6. _____ Title: _____
7. _____ Title: _____

E. Equipment Survey

An initial survey of the Laundry Plants to identify all energy sources, including hidden ones, will be made by the following authorized employee(s): Joseph Lococo & Mike Honeycutt

To complete the survey, the designated individual(s) must:

- physically inspect the premises
- study drawings and equipment manuals if necessary (in complicated operations schematics of the disconnecting means may need to be drawn up)
- identify:
    - the equipment supplied
    - the energy type and magnitude; and
- locate and mark the disconnecting means with a sign or sticker – LOCKOUT HERE – to help direct workers to correct lockout devices.

F. Lockout/Tagout Sequence

1. Notify all affected employees that a lockout is required and the reasons for the lockout.

2. The authorized employee shall refer to the established procedure to identify the type and magnitude of the energy that the machine or equipment utilizes, shall understand the hazards of the energy, and shall know the methods to control the energy.

3. Make sure no one is operating the machinery before turning the power off and that the machine operator is informed of the lockout in advance. Sudden power loss could cause an accident and serious injuries.

4. De-activate the energy isolating device(s) so that the equipment is isolated from the energy source(s).

5. Lock out the energy isolating device(s) with individual lock(s).

6. Stored or residual energy (such as springs, pressurized lines, elevated machine members, hydraulic systems, and air, gas, steam, or water pressure, etc.) must be dissipated or restrained by methods such as grounding, repositioning, blocking, bleeding down, etc.

7. Place tags on equipment. The tags must state:
   - the reason for the lockout
   - the name of the employee working on the equipment
   - the date and time the tag was placed

8. Test equipment to ensure that power is **OFF**:
   - first ensure that no personnel are exposed; and
   - next, check that all energy sources are disconnected and equipment is non-operational by checking the push button or other normal controls.

Caution: After testing, return controls to “off” or “neutral” position.

9. The machine or equipment is now locked out.

G. Restoring Equipment to Service

1. After the job is finished and equipment is ready for normal operations, check the area to ensure that no one is exposed.

2. Ensure that all tools have been removed from the equipment and that all guards have been installed.
3. Verify that the controls are in neutral.

4. Remove the lockout devices and re-energize the machine or equipment. Note: The removal of some forms of blocking may require re-energization of the machine before safe removal.

5. Notify affected employees that the servicing or maintenance is completed and the machine or equipment is ready for use.

H. Annual Inspection

At least annually, a periodic inspection of the energy control procedures for all machines and equipment will be conducted. The periodic inspection may be performed only by an authorized employee **other than the one using the energy control procedure being inspected**. The periodic inspection must include a review, between the inspector and each authorized employee, of that employee's responsibilities under the energy control procedure being inspected.

The certification must identify:

- the machine or equipment on which the energy control procedure was being utilized;
- the date of the inspection;
- the employee(s) included in the inspections; and
- the person performing the inspection.

I. Equipment Not Requiring Lockout

All equipment that does not require lockout and that is serviced or repaired by an outside vendor, must be clearly tagged as inoperable equipment awaiting service. A tag will be placed in a visible location on the equipment. The tag will be attached at the same point as you would a lock, or as close to it as possible. Tags must be filled out completely and correctly. Tags by themselves do not de-energize equipment. Attach them only after the machinery has been isolated from its energy source. The equipment will be removed from the work floor and stored in a designated area.

J. Disciplinary Action

Both the circumventing of and failure to lockout/tagout during maintenance operations are actions requiring disciplinary action.

K. Machinery and Equipment Lists

Refer to inventory lists itemizing all machinery and equipment located at the Chula Vista and San Bernardino Laundry Plants that are covered by this Plan and are subject to having the annual inspection conducted.

Lockout / Tag out Procedure

Machine Identification

General Description: 48L HP Steam Boiler

Manufacturer: Parker Boiler Co.

Model Number: 48L

Serial Number: * Boiler #1 - 55807

Boiler #2 - 55806

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Boiler Room

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel switch: top right of boiler front panel. Labeled #1 and #2 on the elecrical front panel

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Front Right Panel	X		Safety Padlock
Gas	Yellow Vertical Pipes with Ball Valve	X		Ball Valve Lock out with a safety padlock

Electrical

GAS

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: ELECTRICAL: Shutdown switch on the electrical panel to the off position.
GAS: Turn ball valve on the yellow pipe to the horizontal position for gas to be off.

Lock type & location: ELECTRICAL: Safety padlock GAS: Ball Valve lockout w a safety padlock
Location: Blue LOTO bag kit hanged in the maintenance tool box area.

How will de-energized state be verified? Checking the source indicator lights, located in the front panel for the light to be on or off.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: ELECTRICAL: Unclasp safety lock out tag out from electrical box, turn to the ON position. Visually look at the source indicator light to verify that the

GAS - Unclasp safety lock out tag padlock, next remove the ball valve LOTO clasp. Turn ball valve to the vertical positon located on the yellow pipe, left hand side of boiler.

Energy source activated: Electrical, Gas, Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one of determining appropriate measures.

Operation Name:

ELECTRICAL: Entrance to the washroom, left wall. Electrical Panel B, switches 37 & 39.

GAS: Blowdown Reservoir Tank

Lockout / Tag out Procedure

Machine Identification

General Description: Air Compressors

Manufacturer: Kaeser Compressor

Model Number: SK26

Serial Number: * Compressor # 1 - 1337

Compressor #2 - 1361

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Boiler Room

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Front End of Control Panel

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	West Wall - Far end of Boiler Room	**X**		Safety Padlock

Note: You mad add images of the energy sources **BEFORE** being disconnected here.
Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific. For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: Turn off the air compressor with red button located on control panel of machine
Go to the electrical panel on West end of the wall and pull down switch to the off position.
To dissipate the energy: Shut off the machine and wait for energy to automatically dissipate.

Lock type & location: ELECTRICAL: Safety padlock
Location: Blue LOTO bag kit hanged in the maintenance tool box area.

How will de-energized state be verified? Check gauges on air cylinders located in the facility, in between the 200 and 600 lb dryer.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical panel w/LOTO

Air cylinder to verify de-energization

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: Get to the electrical panel located in the west end of the boiler room: Remove safety lock, lift lever up from the off position. Locate the operating panel to the air compressor and press the ON green button.

Energy source activated: Electrical, Air

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one of determining appropriate measures.

Operation Name: _____

ELECTRICAL: Main Electrical panel, located to the right of the front entrance.

Lockout / Tag out Procedure

Machine Identification

General Description: Parker Boiler Feed Water Tank (Reservoir)

Manufacturer: Parker Boiler Co.

Model Number: NA

Serial Number: * NA

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Boiler Room

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Geothermal Water

Electrical

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Geothermal	Top Right of tank	X		Ball Valve with safety padlock
Electrical	Panels 1 & 2 on Boilers 1 & 2	X		Safety Padlock

Geothermal

Electrical

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

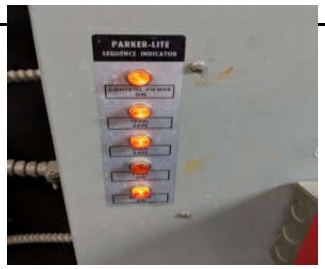
Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: Pull down the ball valve for geothermal water to the vertical position. Install LOTO
Electrical: Pull levers on electrical panels to the off position on Boilers 1 & 2 .

Lock type & location: Geothermal: Ball valve w safety padlock. Electrical: Safety Padlock
Location: Blue LOTO bag kit hanged in the maintenance tool box area.

How will de-energized state be verified? Geothermal - Visually inspect that there is no water through the spicket on the top right of the tank. Electrical - Check that the lights are off on the source indicator.



NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Geothermal LOTO

Electrical LOTO

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: Geothermal - Remove the LOTO from the Geothermal energy source, move ball valve from vertical position to horizontal position.

Electrical - Remove LOTO from Boilers 1 & 2 elecrtrical panels, pull up the lever from down OFF position to up ON position.

Energy source activated: Geothermal, Electrical

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one of determining appropriate measures.

Operation Name:

ELECTRICAL: Entrance to the washroom, left wall. Electrical Panel B, switches 37 & 39.

Geothermal - Move lever from vertical position to horizontal position.

Geothermal

Electrical

Lockout / Tag out Procedure

Machine Identification

General Description: Braun 600 Washer

Manufacturer: G.A. Braun

Model Number: 600NMTVP-3

Serial Number: * TM6002K13005SMD

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water (geothermal and potable), Steam

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Electrical Panel Top Right of Machine	X		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Copper Pipe w red Valve. Rop right of machine.	X		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal & Potable)	Copper Pipes left side of machine. Yellow valve = potable. Blue = Geothermal	X		Ball Balve with Safety Padlock w/LOTO
Steam	Black pipe with Navy Blue Valve. Back right of machine.	X		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL | **PNEUMATIC** | Water (Geothermal, Potable) | **STEAM**

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific. For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Pull down red switch to OFF position. **Pneumatic:** Turn ball valve from vertical to horizontal position: **Water: Potable** - Place ball valve from vertical to horizontal position. **Geothermal** - Place ball balve from vertical to horizontal position **Steam**: Move ball valve from vertical to horizontal position.

Lock type & location: Electrical: Safety Padlock w/LOTO. Pneumatic , Water and Steam: Ball Valve with Safety Padlock with LOTO. LOTO kit is located in mechanics work area.

Electrical: LOTO

Pneumatic: LOTO

Water: LOTO

Steam: LOTO

How will de-energized state be verified? Electrical: The indicator lights located on the front front panel will be off. The Green lights will not be illuminated. Pneumatic: Unplug the clear 1/4" air line from the ball valve on the copper line. Water: Shut off the geothermal water and verify through the pressure gauge located above the soft water tanks. Potable: Unhook red hose from the pipe. Steam: Pipe by the side of the tunnel, switch ball valve.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Panel ON

Electrical Panel OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: Remove Locks from all energy sources. Electrical Panel: Place switch from OFF to ON position. Pneumatic: Place ball valve from horizontal to vertical position. Plug clear 1/4" air line back in to pipe. Water: Move yellow and navy blue ball valve from horizontal to vertical position. Steam: Move ball valve from horizontal to vertical position.

Energy source activated: Electrical, Pneumatic, Water (potable and geothermal), Steam

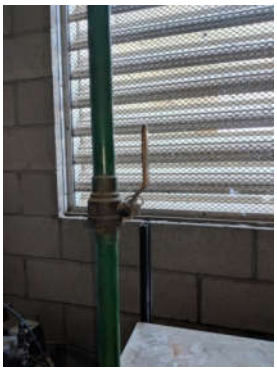
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

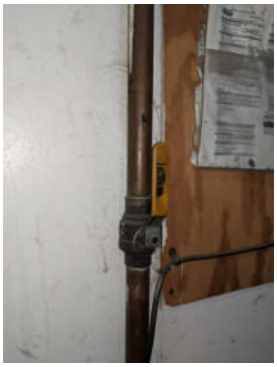
List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one of determining appropriate measures.

Operation Name: Electrical: Main Electrical Panel by front door. Switch marked 600 Washer. Pneumatic: Pipes located in the boiler room, green pipe w/yellow valve and copper pipe w/yellow valve. Water: Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. Geothermal: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

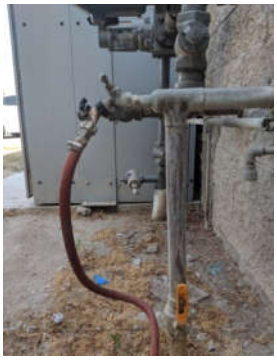
Main Electrical Panel located by front door. Switch marked 600 Washer



Air Line #1: 2nd source of shut off



Air Line #2: 2nd source of shut off



Potable: 2nd source of shutoff

Geothermal verification

2nd Source of Geothermal Shutoff

Steam : 2nd source of shutoff

Lockout / Tag out Procedure

Machine Identification

General Description: 7 Module CBW Tunnel

Manufacturer: Milnor

Model Number: 76039L4F

Serial Number: * AAJ / 0301462301

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water (geothermal and potable), Steam

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Wall left of Washroom Entrance	**X**		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Bottom left of Tunnel Hopper. Beneath the ph Meter	**X**		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal & Potable)	By Module # 7 & Press on the South Side	**X**		Geothermal: Gate Valve with Safety Padlock w/LOTO Potable Ball Valve w/Padlock
Steam	By Module # 7 North Side (by Door leading into the Washroom)	**X**		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL

PNEUMATIC

Water (Geothermal, Potable)

STEAM

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Pull down lever from UP ON position to Down OFF position

Pneumatic: Pull lever from UP ON position to Down OFF Position

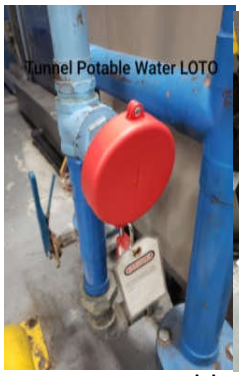
Geothermal & Potable - **NOTE: Potable water is normally OFF.** In case Potable water is ON.

Turn ball valve all the way to thhe right to the OFF position. **Geothermal: Pull Lever Down**

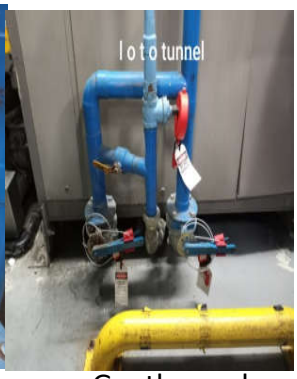
Steam: Pull lever from UP ON position to DOWN OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic , Potable Water and Steam: Ball Valve with Safety Padlock/Tag Out. Geothermal: Gate Valve

Blue LOTO kit is located in Mechanics Work Area.



Potable



Geothermal

Electrical: LOTO	Pneumatic: LOTO	Water: LOTO	Steam: LOTO

How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, on the Tunnel desktop computer. PNEUMATIC: Air pressure gauge on the right of the control panel should be at 0 PSI. **WATER: (Geo)** Pressure Gauge by the day tanks will read at 0 PSI, **(Potable)** - Pressure gauge located in the front of the building will read at 0 PSI. **STEAM:** Isolate both boilers by turning gate valves all the way to the right, the gate valves are located in between the boilers.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Disconnect: ON

Electrical Panel: OFF

Air: ON

Air: OFF

Water: ON

Water: OFF

Steam: ON

Steam: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.

Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.

Water: (Geo & Potable) Remove LOTO, turn ball valve from horizontal OFF position to vertical ON position. **STEAM:** Remove LOTO, move lever from horizontal OFF position to vertical ON.

Energy source activated: Electrical, Pneumatic, Water (potable and geothermal), Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

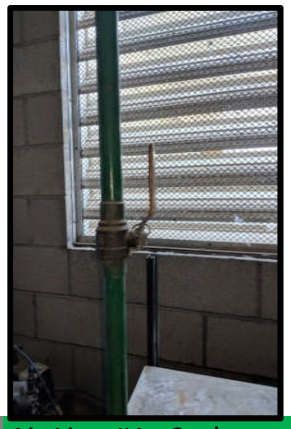
List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.

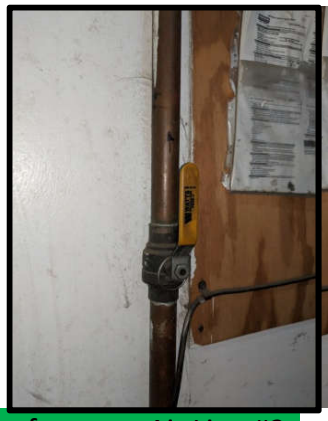
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe. **Water:** Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. **Geothermal**: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

STEAM: Electrical Panel 1 & 2 on Boilers from UP ON position to DOWN OFF position.

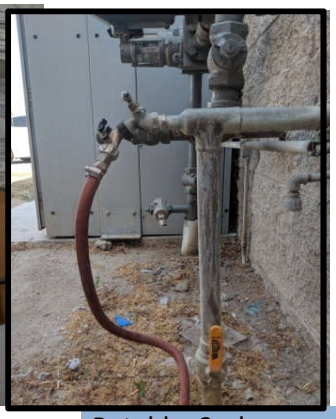
Electrical Panel located by front door. MAIN switch



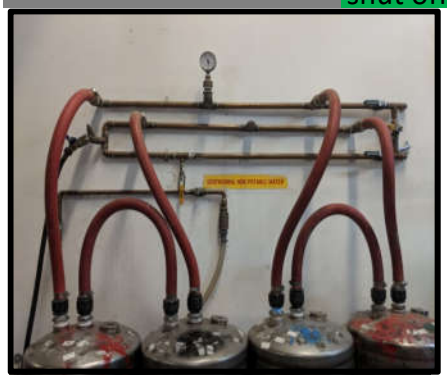
Air Line #1: 2nd source of shut off



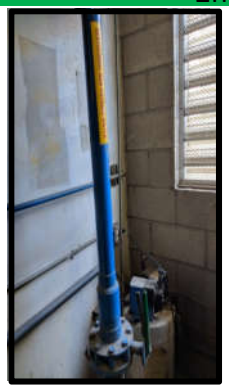
Air Line #2: 2nd source of



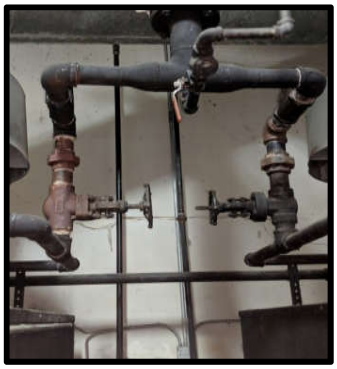
Potable: 2nd source of shutoff



Geothermal verification



2nd Source of Geothermal Shutoff



Steam : 2nd source of shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Braun 250 Washer

Manufacturer: G.A. Braun

Model Number: 600NMTVP-3

Serial Number: * TM6002K13005SMD

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water (geothermal and potable), Steam

Energy Sources

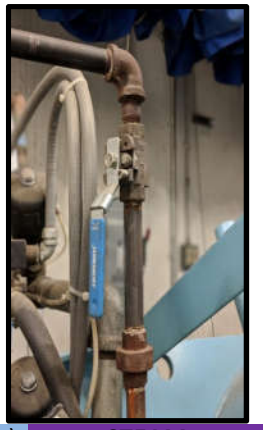
The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Back of Washer	**X**		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Right side, On wall. Ball Valve with Red Handle	**X**		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal & Potable)	Left side of Machine. 2 Blue Pipes with Blue Handle	**X**		Ball Balve with Safety Padlock w/LOTO
Steam	Left side of Machine. 1st Blue Handle	**X**		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL

PNEUMATIC

Water (Geothermal, Potable)



STEAM

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Turn Switch from UP ON positionto DOWN OFF position.
Pneumatic: Turn ball valve from ON vertical position to OFF horizontal position.
Geothermal & Potable - Place ball balve from vertical ON position to horizontal OFF position
Steam: Turn ball valve from vertical ON to horizontal OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic , Water and Steam: Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall.

Electrical: LOTO

Pneumatic: LOTO

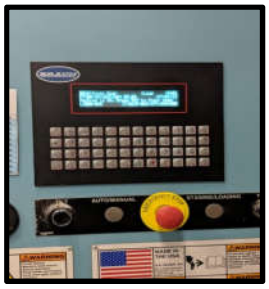

Water: LOTO

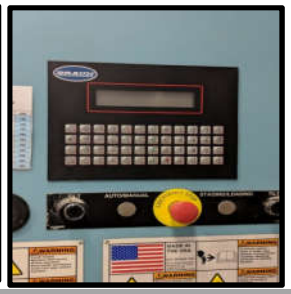
Steam: LOTO

How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, on the Yaskwaya Invertor, the SEQ & Ref Remote Indicator lights will be off. **PNEUMATIC:** Air pressure gauge on the right of the control panel should be at 0 PSI. **WATER: (Geo)** Pressure Gauge by the day tanks will read at 0 PSI, **(Potable)** - Pressure gauge located in the front of the building will read at 0 PSI. **STEAM:** Isolate both boilers by turning gate valves all the way to the right, the gate valves are located in between the boilers.

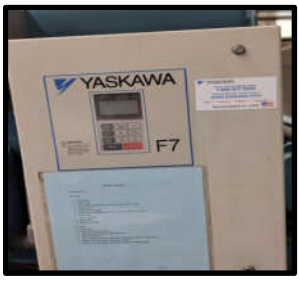
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.


Electrical Panel: ON


Electrical Panel: OFF

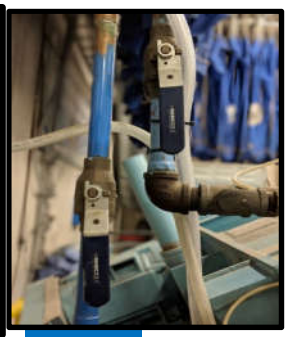
Yaskawa Invertor: ON



Yawkawa Invertor: OFF

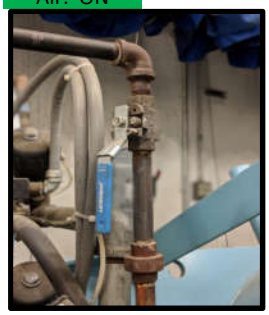
Air: ON

Air: OFF



Water: ON

Water: OFF



Steam: ON

Steam: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.

Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.

Water: (Geo & Potable) Remove LOTO, turn ball valve from horizontal OFF position to vertical ON position. **STEAM:** Remove LOTO, move lever from horizontal OFF position to vertical ON.

Energy source activated: Electrical, Pneumatic, Water (potable and geothermal), Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

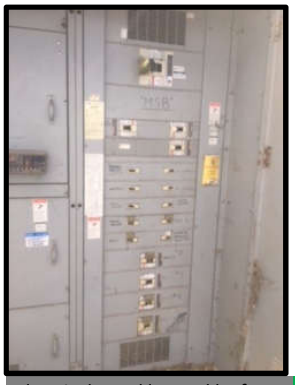
Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

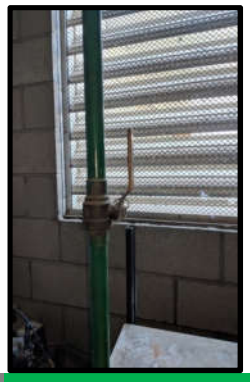
Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.

Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe. **Water:** Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. **Geothermal**: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

STEAM: Electrical Panel 1 & 2 on Boilers from UP ON position to DOWN OFF position.



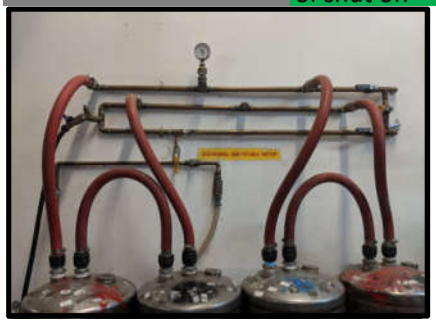
Electrical Panel located by front door. MAIN switch



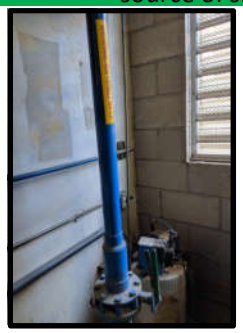
Air Line #1: 2nd source of shut off

Air Line #2: 2nd source of shut off

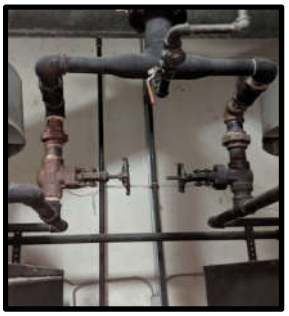
Potable: 2nd source of shutoff



Geothermal verification



2nd Source of Geothermal Shutoff



Steam : 2nd source of shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Milnor 270 lb Open Pocket Washer

Manufacturer: Pellerin Milnor

Model Number: 48040F7B

Serial Number: * AZD / 1920554228

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water (geothermal and potable), Steam

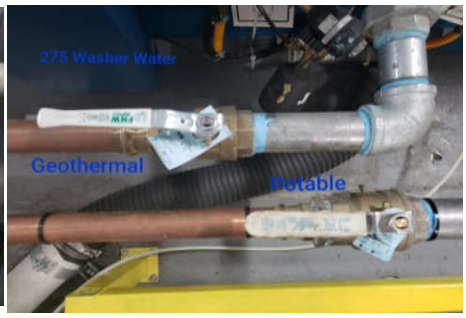
Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

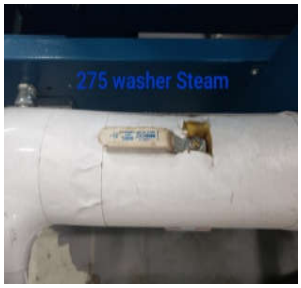
Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Rear Right of Washer	**X**		Safety Padlock with Lock out Tag Out
Pneumatic (Air)		**X**		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal & Potable)	Rear of Machine	**X**		Ball Balve with Safety Padlock w/LOTO
Steam	Right Rear End of Machine	**X**		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL

PNEUMATIC



Water (Geothermal, Potable)



STEAM

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Turn Switch from Right ON position to LEFT OFF position.
Pneumatic: **Pull lever** from UP ON position to DOWN OFF position.
Geothermal & Potable - Place ball balve from vertical ON position to horizontal OFF position
Steam: Pull Lever Up.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic , Water and Steam: Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall. Mechanics Work Area

Electrical: LOTO	Pneumatic: LOTO	Water: LOTO	Steam: LOTO

How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, the Indicator lights will be off. **Water (Geo) -** Pressure gauge by the soft water tanks will read at 0 PSI, **(Potable)** - Pressure gauge located in the front of the building will read at 0 PSI. **STEAM:** Isolate both boilers by turning gate valves all the way to the right, the gate valves are located in between the boilers.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

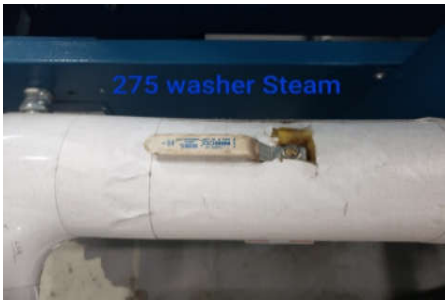
Electrical Panel: ON	Electrical Panel: OFF	Electrical Disconnect: ON	Electrical Disconnect : OFF

Air: ON

Air: OFF

Water: ON

Water: OFF



Steam: ON

Steam OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.

Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.

Water: (Geo & Potable) Remove LOTO, turn ball valve from horizontal OFF position to vertical ON position. **STEAM:** Remove LOTO, move lever from horizontal OFF position to vertical ON.

Energy source activated: Electrical, Pneumatic, Water (potable and geothermal), Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

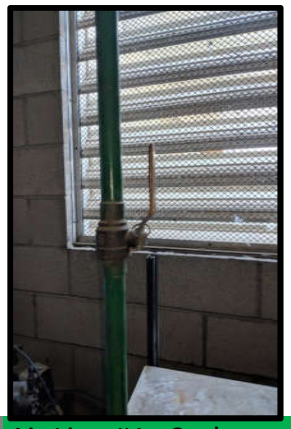
List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.

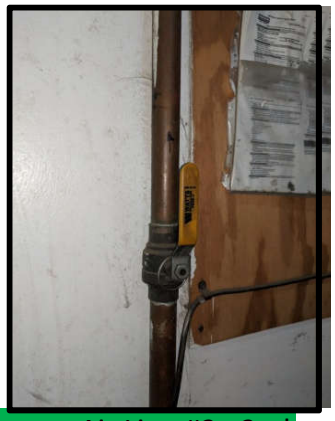
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe. **Water:** Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. **Geothermal**: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

STEAM: Electrical Panel 1 & 2 on Boilers from UP ON position to DOWN OFF position.

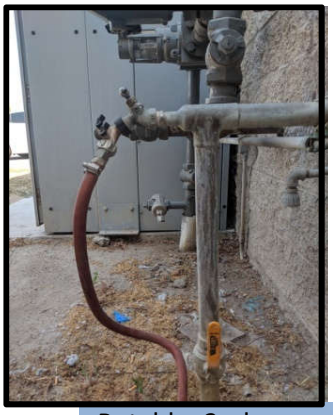
Electrical Panel located by front door. MAIN switch



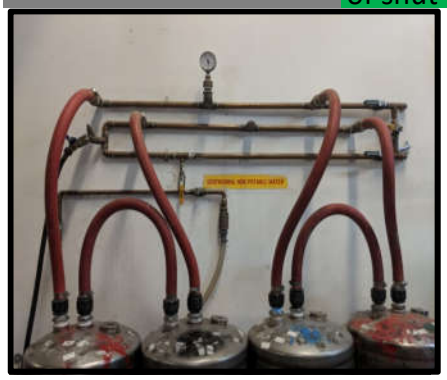
Air Line #1: 2nd source of shut off



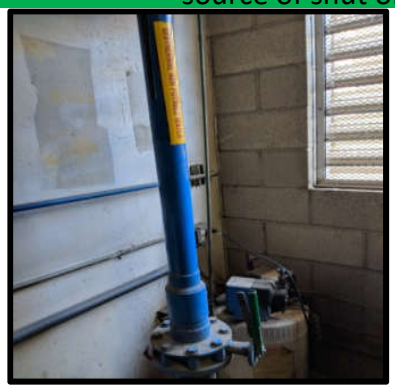
Air Line #2: 2nd source of shut off



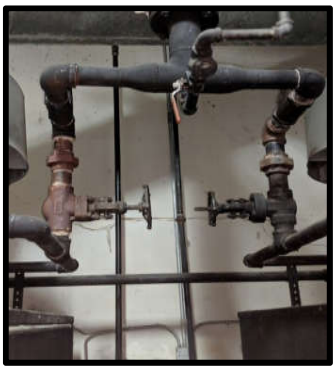
Potable: 2nd source of shutoff



Geothermal verification



2nd Source of Geothermal Shutoff



Steam : 2nd source of shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Milnor 140 lb Open Pocket Washer

Manufacturer: Pellerin Milnor

Model Number: 42026V6Z

Serial Number: * 2016 59748

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical, Pneumatic, Water (geothermal and potable), Steam

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Right Side of Tunnel Hopper	**X**		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Left Side of Tunnel Hopper	**X**		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal & Potable)	Right Rear of Washer	**X**		Ball Balve with Safety Padlock w/LOTO
Steam	Right Bottom Rear	**X**		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL

PNEUMATIC

Water (Geothermal, Potable)

STEAM

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

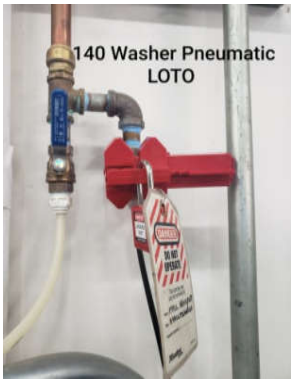
Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

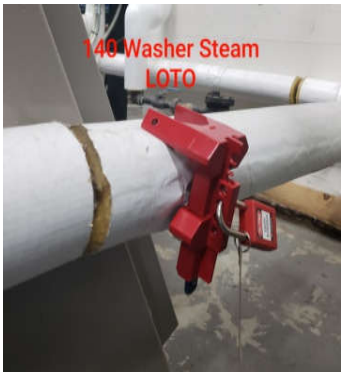
Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Turn Switch from Right ON position to LEFT OFF position.
Pneumatic: **Pull lever** from UP ON position to DOWN OFF position.
Geothermal & Potable - Place ball balve from vertical ON position to horizontal OFF position
Steam: Pull Lever Down

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic , Water and Steam: Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall. Mechanics Work Area





Electrical: LOTO	Pneumatic: LOTO	Water: LOTO	Steam: LOTO

How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, the Indicator lights will be off. **Water (Geo)** - Pressure gauge by the soft water tanks will read at 0 PSI, **(Potable)** - Pressure gauge located in the front of the building will read at 0 PSI. **STEAM:** Isolate both boilers by turning gate valves all the way to the right, the gate valves are located in between the boilers.

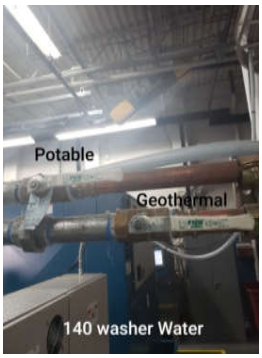
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Panel: ON	Electrical Panel: OFF	Electrical Disconnect: ON	Electrical Disconnect : OFF

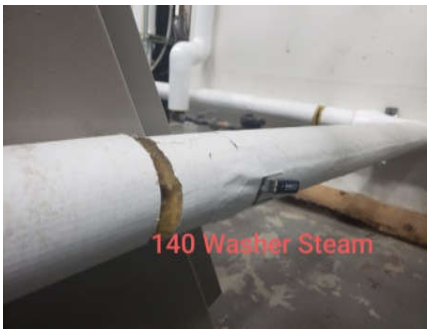
Air: ON

Air: OFF



Water: ON

Water: OFF



Steam: ON

Steam OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.

Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.

Water: (Geo & Potable) Remove LOTO, turn ball valve from horizontal OFF position to vertical ON position. **STEAM:** Remove LOTO, move lever from horizontal OFF position to vertical ON.

Energy source activated: Electrical, Pneumatic, Water (potable and geothermal), Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

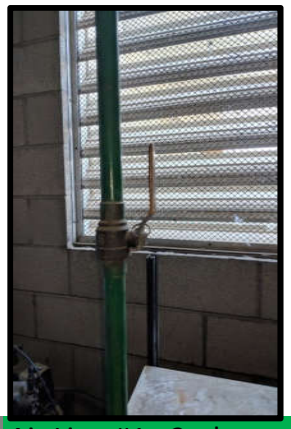
List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.

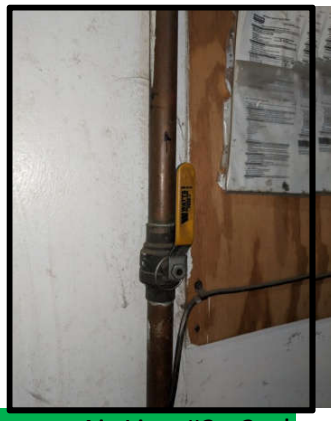
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe. **Water:** Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. **Geothermal**: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

STEAM: Electrical Panel 1 & 2 on Boilers from UP ON position to DOWN OFF position.

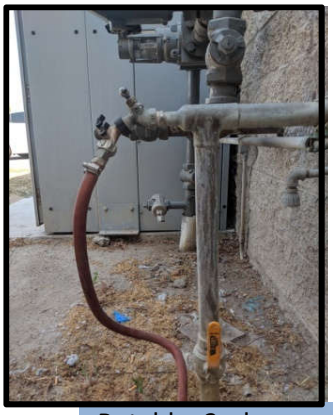
Electrical Panel located by front door. MAIN switch



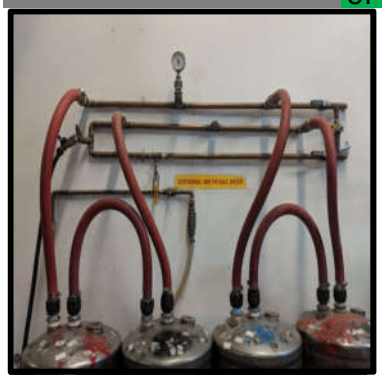
Air Line #1: 2nd source of shut off



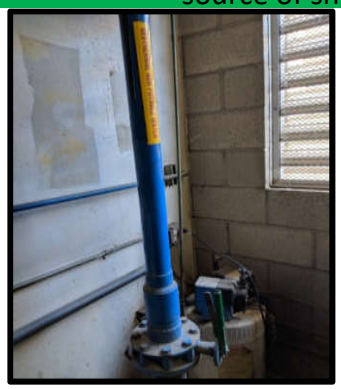
Air Line #2: 2nd source of shut off



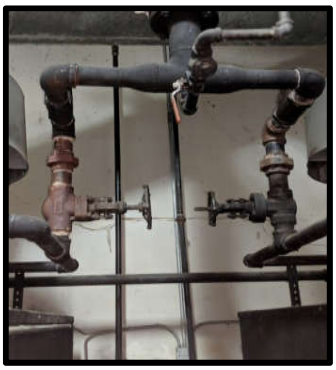
Potable: 2nd source of shutoff



Geothermal verification



2nd Source of Geothermal Shutoff



Steam : 2nd source of shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: 75 LB Milnor Pony Washer

Manufacturer: Milnor

Model Number: 36021V5J

Serial Number: * AAE 0001500201

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

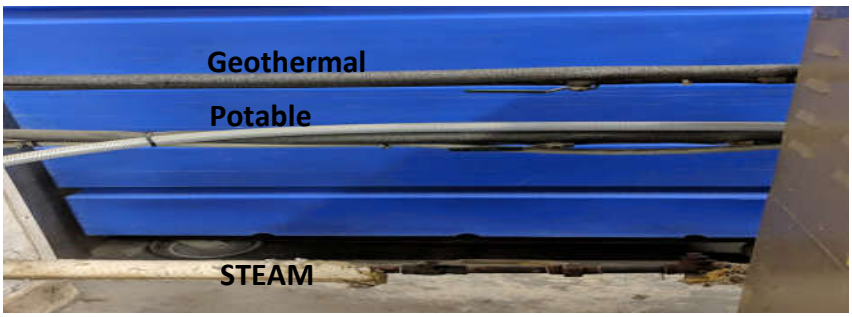
Electrical Panel, Pneumatic, Water (geothermal and potable), Steam

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Left side of Pony	**X**		Ball Balve with Safety Padlock w/LOTO
Water - Geothermal	Behind the Pony top pipe.	**X**		Ball Balve with Safety Padlock w/LOTO
Water - Potable	Behind the Pony, Middle Pipe.	**X**		Ball Balve with Safety Padlock w/LOTO
Steam	Behind the Pony: Bottom Pipe	**X**		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL



Water (Geothermal, Potable) **STEAM**

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Turn Switch from UP ON position to DOWN OFF position.
Geothermal & Potable - Place ball balve from vertical ON position to horizontal OFF position
Steam: Turn ball valve from vertical ON to horizontal OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic , Water and Steam: Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall.

Electrical: LOTO

Water: Geo & Potable

STEAM: LOTO

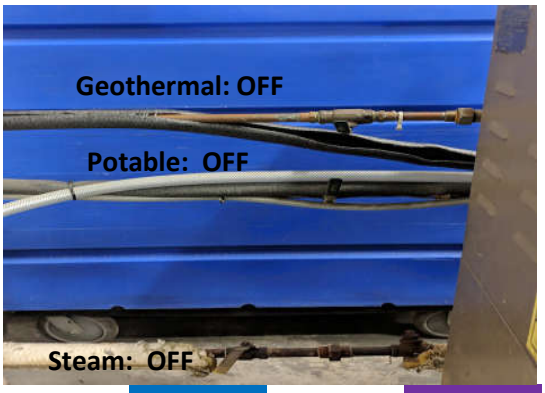
How will de-energized state be verified? **Electrical:** Operator Control panel on top of Pony will be OFF. **GEO -** Gauge by the day tanks will read at 0 PSI,
(Potable) - Pressure gauge located in the front of the building will read at 0 PSI.
STEAM: Isolate both boilers by turning gate valves all the way to the right, the gate valves are located in between the boilers.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Panel: ON

Electrical Panel: OFF



WATER: OFF

STEAM: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: Electrical: Remove LOTO, lift lever from OFF down position to ON UP position.
Water: (Geo & Potable) Remove LOTO, turn ball valve from horizontal OFF position to vertical ON position. **STEAM:** Remove LOTO, move lever from horizontal OFF position to vertical ON.

Energy source activated: Electrical, Water (potable and geothermal), Steam

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

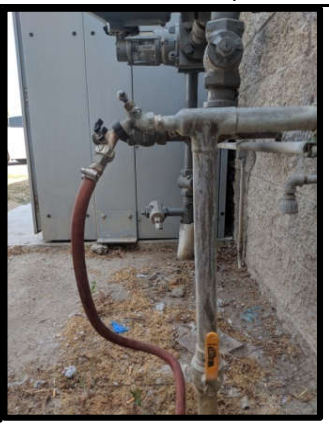
List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.

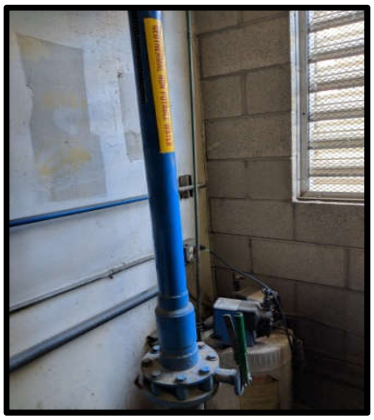
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe. **Water:** Potable - Front door on the side of the main electrical panel, switch ball valve to the bottom. **Geothermal**: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

STEAM: Electrical Panel 1 & 2 on Boilers from UP ON position to DOWN OFF position.

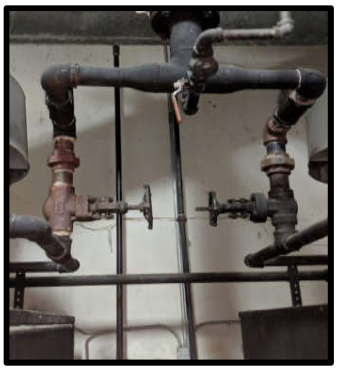
Electrical Panel located by front door. Labeled Small Washer



Potable: 2nd source of Potable shutoff



2nd source of Geothermal Shutoff



Verification of Geo shutdown	Steam : 2nd source of shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Lint Collector

Manufacturer: Milnor

Model Number: MLF - 3636

Serial Number: * 3193A0903

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical - **Energenics Automatic Blow Down Box**	Right Side - By EXIT door		**X**	NA
Electrical - **Electrical Box**	Back of Machine - Left Side on the South Wall.	**X**		Safety Padlock with Tag
Pneumatic		**X**		Safety Padlock with Tag

ELECTRICAL: Blow Down Box

Electrical: Box

PNEUMATIC

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Blow Down Box - Push down Toggle switch on right side of Lint Trap to turn off. **Electrical Box** on the South Wall: Move lever from UP ON position to DOWN OFF position. **PNEUMATIC**: Move ball valve from horizontal ON position to vertical OFF position

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. **Pneumatic:** Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall.

Electrical: LOTO

PNEUMATIC: LOTO

How will de-energized state be verified? **Electrical:** Automatic blow down box indicator lights will be off.

Pneumatic: Pressure gauge located on the top left, between the exhaust air ducts, PSI will be 0.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Blow Down Box: ON

Blow Down Box: OFF

Air: ON

AIR: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical Panel:** Remove LOTO, lift lever from OFF down position to ON UP position. position. **Electrical Blow Down Box:** Move toggle switch from down OFF position to UP ON position. **PNEUMATIC:** Turn ball valve from vertical OFF position to horizontal ON position.

Energy source activated: Electrical, Pneumatic.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

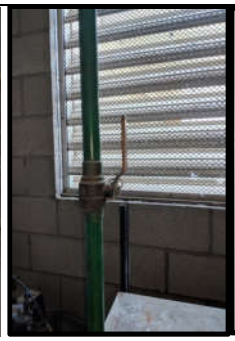
Operation Name: **Electrical:** Main Electrical Panel by front door. Turn OFF Main Electrical Switch.

Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow

Pneumatic: Pressure gauge located on the top left, between the exhaust air ducts, PSI will be 0.

Outside Electrical Panel: Main Switch.

Pneumatic pressure gauge. Should be at 0



Air Line #1: 2nd source of shut off

Air Line #2: 2nd source of shut off

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Soft Water Day Tanks

Manufacturer: Culligan

Model Number: NA

Serial Number: * NA

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Water - Geo only

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Water - Geo	Right Side - By EXIT door	**X**		Ball Valve w/ Safety Padlock & Tag Out

WATER: Geothermal

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Water:** Ball Valve on pipe, move from horizontal ON position to vertical OFF position.

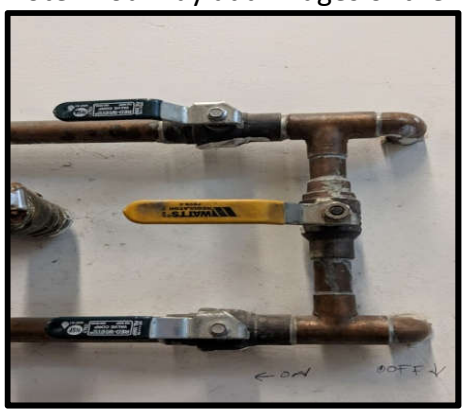
Lock type & location: **Water:** Ball Valve with Safety Padlock/Tag Out
Blue LOTO kit is located in mechanics work area, on the wall.

Water: LOTO

How will de-energized state be verified? **Water:** Pressure gauge on top of the pipes should read at 0 PSI.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.



WATER: ON

WATER: OFF

Pressure Gauge at 0 PSI.

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Water**: Remove Ball Valve LOTO, move ball valve from vertical OFF position to Horizontal ON position

Energy source activated: Water

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

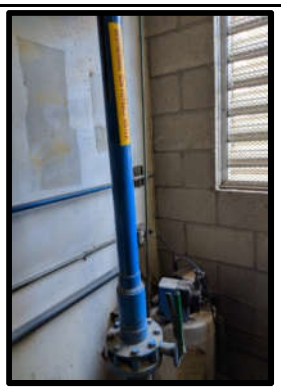
Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name:

Geothermal: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

Geothermal verification



2nd Source of Geothermal Shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: White Conveyor Rail System

Manufacturer: White Conveyor

Model Number: Hoist: SPH-1 Rail: PLO-1

Serial Number: * Hoist: 8202-59 Rail: 8400-41-AA

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Washroom: Hoist - West End Rail: Washroom East End

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Hoist: Control Panel On right side of Rail: Rail: Operator Control Panel on East End of Wall

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Pneumatic	Yellow Balve Above Lint Collector.	**X**		Ball Valve
Electrical	Washroom South Wall	**X**		Safety Padlock with Tag
Gravity	Above Head Rails/Soil Sort Bags		**X**	

ELECTRICAL: Blow Down Box **Electrical: Box** **PNEUMATIC**

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Hoist: Electrical: Go to electrical Panel located on South Wall: Panel # 3: Move** from ON UP position to OFF DOWN position. Pneumatic: Go to West End of washroom, valve is located above the lint trap on the left side. Move yellow handle from vertical ON position to horizontal OFF position. RAILS: Electrical: Open operator control panel located in East Wall of washroom. To the bottom left of the panel, there is a white switch, move the switch to the left ON position to the Right OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. **Pneumatic:** Ball Valve with Safety Padlock/Tag Out. Blue LOTO kit is located in mechanics work area, on the wall.

Electrical: LOTO

PNEUMATIC: LOTO

How will de-energized state be verified? **HOIST: Electrical: Check Hoist operator Panel** the screen should say E-STOP alarm Press UP button to reset. To re-verify: Press the UP button the hoist should not move: RAILS: Electrical: Close Operator control Panel, the screen should be off. Also walk to the Hoist Operator Control Panel and the screen should be off as well.

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

HOIST: Electrical OFF

Air: ON

AIR: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: HOIST: **Electrical Panel #3:** Remove LOTO, lift lever from OFF down position to ON UP UP position. PNEUMATIC: Go to the West end of Washroom, on the left side of the lint trap. Turn from horizontal OFF position to vertical ON position. RAILS: Electrical: Open operator control panel on East Wall of Washroom, locate the white switch inside the panel. Turn switch from Right OFF position to left ON position. Slants #1 & #2, ELECTRICAL: Go to contnrol panel located on the South end of washroom wall, turn control Box #1 & #2 to Down OFF to UP ON.

Energy source activated: HOIST: Electrical, Pneumatic. RAILS: Electrical, Pneumatic, Gravity SLANTS: Electrical

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

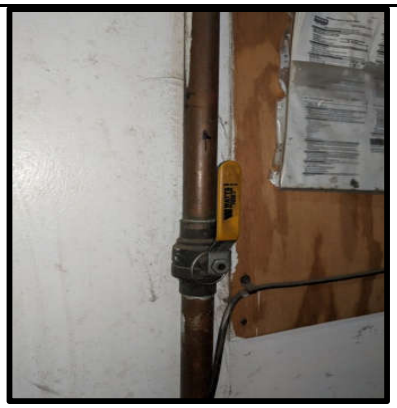
Operation Name: **Electrical:** Main Electrical Panel by front door. Turn OFF Main Electrical Switch.

Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow

Pneumatic: Pressure gauge located on the top left, between the exhaust air ducts, PSI will be 0.

Outside Electrical Panel: Main Switch.

Air Line #1: 2nd source of shut off



Air Line #2: 2nd source of shut off

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: Milnor 250 lb Overhead Dryers

Manufacturer: Pellerin Milnor

Model Number: 6458TG1R

Serial Number: * Dryers (# 1 - # 3) AAF / 0301301201

Dryer # 4 - AAS / 0703003401

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Production Floor / West End

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water Geothermal, Gas

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Control Panel located in front right of machine. Disconnect box located on wall on the right of the dryer	X		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	On blue tank located between the 250 lb & 600 lb Dry ers. On the right side of the tank	X		Ball Balve with Safety Padlock w/LOTO
Water	Blue pipe located above Milnor Dryer # 4 on left unloading side	X		Geothermal: Gate Valve with Safety Padlock w/LOTO
Gas	Yellow Pipe located above Milnor Dryers between #3 & #4	X		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL

PNEUMATIC

Water (Geothermal)

GAS

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Pull down lever from UP ON position to Down OFF position
Pneumatic: Pull lever from UP ON position to Down OFF Position NOTE: the source is located above the dryers, you will need a ladder to access.
Geothermal: **Move green lever from up ON position to down off position.**
GAS: Pull lever from UP ON position to DOWN OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic and Gas: Ball Valve with Safety Padlock/Tag Out. Geothermal: Gate Valve
Blue LOTO kit is located in Mechanics Work Area.

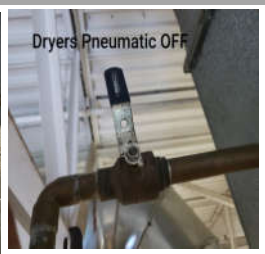
Electrical: LOTO | **Pneumatic: LOTO** | **Water: LOTO** | **GAS: LOTO**

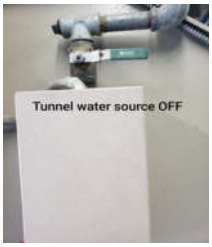
How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, on the Tunnel desktop computer. **PNEUMATIC:** Air pressure gauge on the right of the control panel should be at 0 PSI. **WATER: (Geo)** Pressure Gauge by the day tanks will read at 0 PSI
GAS:

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Disconnect: ON **Electrical Panel: OFF**





Air: ON | Air: OFF | Water: ON | Water: OFF

GAS: ON | GAS: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.
Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.
Water: Remove LOTO, turn ball valve from horizontal OFF position to vertical
ON position. **GAS:** Remove LOTO, move lever from horizontal OFF position to vertical ON position

Energy source activated: Electrical, Pneumatic, Water, Gas

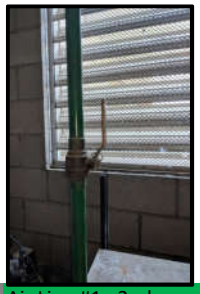
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

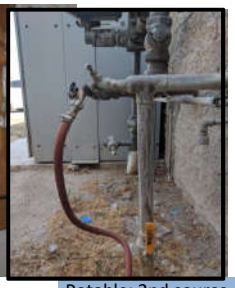
Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe.
Geothermal: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

Electrical Panel located by front door. MAIN switch



Air Line #1: 2nd source of shut off

Air Line #2: 2nd source of



Potable: 2nd source of shutoff

Geothermal verification

2nd Source of Geothermal Shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: 250 Pound Conventional Dryer

Manufacturer: G.A. Braun

Model Number: 250PT - NGF

Serial Number: * PT2502K7042

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Production Floor / South West Wall

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

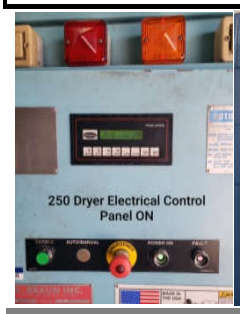
List types and location of operator controls:

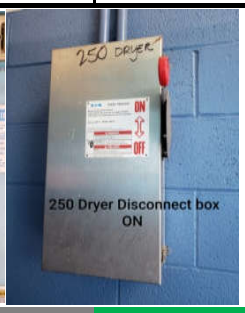
Electrical Panel, Pneumatic, Water Geothermal, Gas

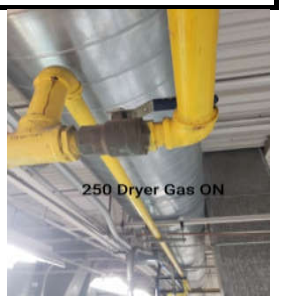
Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Front of the Dryer - Unloading Side	**X**		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Top of the Dryer - Loading Side	**X**		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal)	Side of the Dryer - Unloading Side	**X**		Geothermal: Gate Valve with Safety Padlock w/LOTO
Gas	Yellow Pipe located above Milnor Dryers between #3 & #4	**X**		Ball Balve with Safety Padlock w/LOTO







ELECTRICAL	PNEUMATIC	Water (Geothermal)	GAS

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.
For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Pull down lever from UP ON position to Down OFF position

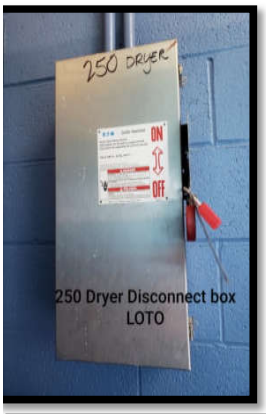
Pneumatic: Pull lever from UP ON position to Down OFF Position NOTE: the source is located above the dryers, you will need a ladder to access.

Geothermal: **Move green lever from up ON position to down off position.**

GAS: Pull lever from UP ON position to DOWN OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic and Gas: Ball Valve with Safety Padlock/Tag Out. Geothermal: Gate Valve

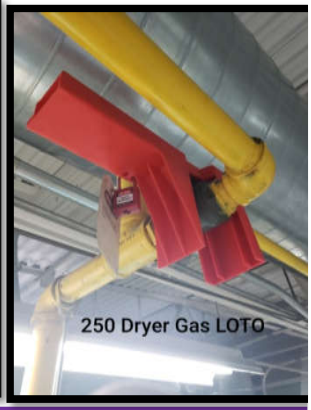
Blue LOTO kit is located in Mechanics Work Area.



Electrical: LOTO

Pneumatic: LOTO

Water: LOTO



GAS: LOTO

How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF,

PNEUMATIC: Air pressure gauge will be at 0 PSI

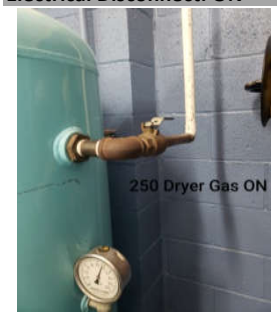
WATER: (Geo) Pressure gauge by the day tanks will read at 0 PSI.

GAS: Boiler PSI tank will read at 0

NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Disconnect: ON **Electrical Disconnect: OFF**



Air: ON Air: OFF Water: ON Water: OFF

GAS: ON GAS: OFF

Start up Procedures

List the steps in order necessary to reactivate (energize) the equipment. Be specific.

Procedure: **Electrical:** Remove LOTO, lift lever from OFF down position to ON UP position.
Pneumatic: Place ball valve from horizontal OFF position to vertical ON position.
Water: Remove LOTO, turn ball valve from horizontal OFF position to vertical
ON position. **GAS:** Remove LOTO, move lever from horizontal OFF position to vertical ON position

Energy source activated: Electrical, Pneumatic, Water, Gas

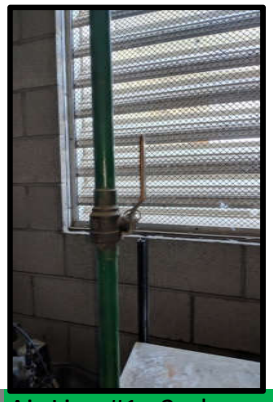
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE.

Procedures for Operations and Service/Maintenance

List operations where the procedures above **do not** apply. Alternate measures which provide effective protection must be developed for these operations. Job Safety Analysis is one way of determining appropriate measures.

Operation Name: **Electrical:** Main Electrical Panel by front door. Main Electrical Switch.
Pneumatic: Turn off both Air Compressors. Pipes located in the boiler room, green pipe w/yellow valve & copper pipe.
Geothermal: Boiler room, NW corner of the room. To verify that geothermal is off, check the gauge located on top of the soft water tanks.

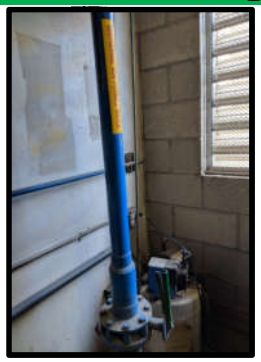
Electrical Panel located by front door. MAIN switch



Air Line #1: 2nd source of shut off

Air Line #2: 2nd source of

Geothermal verification



2nd Source of Geothermal Shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Lockout / Tag out Procedure

Machine Identification

General Description: 600 Pound Conventional Dryer

Manufacturer: G.A. Braun

Model Number: 500PT - NGH

Serial Number: * PT24V6002K13260

* If more than one piece of same equipment, list all serial numbers.

Location of Equipment: Production Floor / South West Wall

Note: You may add images of the equipment here.

Operator Controls

The types of controls available to the operator need to be determined. This should help identify energy sources and lockout capacity for the equipment.

List types and location of operator controls:

Electrical Panel, Pneumatic, Water Geothermal, Gas

Energy Sources

The energy sources, such as electrical, steam, hydraulic, pneumatic, natural gas, stored energy etc) present on this equipment are:

Energy Source	Location	Lockable?		Type of lock or block needed
		YES	NO	
Electrical	Control Panel on front of machine. Disconnect box on front right of machine	X		Safety Padlock with Lock out Tag Out
Pneumatic (Air)	Right Rear of Dryer	X		Ball Balve with Safety Padlock w/LOTO
Water (Geothermal)	Blue pipe located above Milnor Dryer #4	X		Geothermal: Gate Valve with Safety Padlock w/LOTO
Gas	Yellow Pipe located above Milnor Dryers between #3 & #4	X		Ball Balve with Safety Padlock w/LOTO

ELECTRICAL	PNEUMATIC	Water (Geothermal)	GAS

Note: You mad add images of the energy sources **BEFORE** being disconnected here.

Note: You may add images of the LOCKED/BLOCKED energy sources **AFTER** being disconnected here.

Shutdown Procedures

List steps in the order necesssary to shut down and de-energize the equipment. Be specific.

For stored energy, be specific about how energy will be dissipated or retrained.

Procedure: **Electrical:** Pull down lever from UP ON position to Down OFF position

Pneumatic: Pull lever from UP ON position to Down OFF Position NOTE: the source is located above the dryers, you will need a ladder to access.

Geothermal: **Move green lever from up ON position to down off position.**

GAS: Pull lever from UP ON position to DOWN OFF position.

Lock type & location: **Electrical:** Safety Padlock w/Tag Out. Pneumatic and Gas: Ball Valve with Safety Padlock/Tag Out. Geothermal: Gate Valve

Blue LOTO kit is located in Mechanics Work Area.

Electrical: LOTO	Pneumatic: LOTO	Water: LOTO	GAS: LOTO

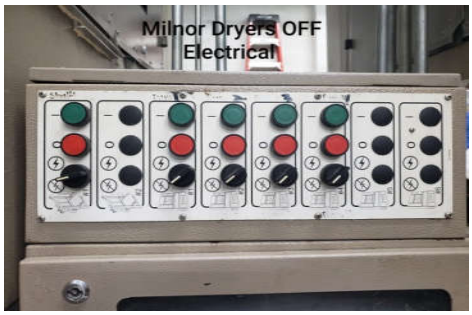
How will de-energized state be verified? **Electrical:** Operator Control panel will be OFF, on the Tunnel desktop computer. **PNEUMATIC:** Air pressure gauge on the right of the control panel should be at 0 PSI. **WATER: (Geo)** Pressure Gauge by the day tanks will read at 0 PSI

GAS: Boiler PSI tank will read at 0

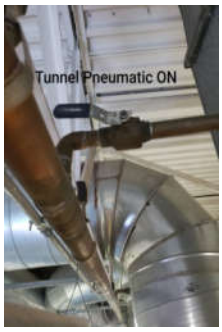
NOTIFY ALL AFFECTED EMPLOYEES WHEN THIS PROCEDURE IS IN USE:

Note: You may add images of the methods to verify energy isolation here.

Electrical Disconnect: ON

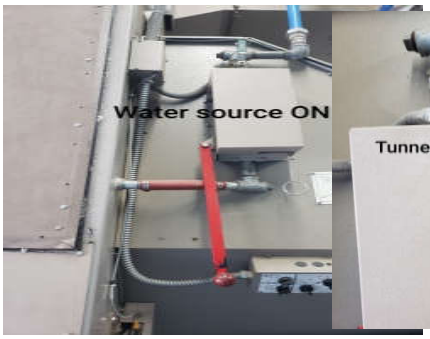


Electrical Panel: OFF

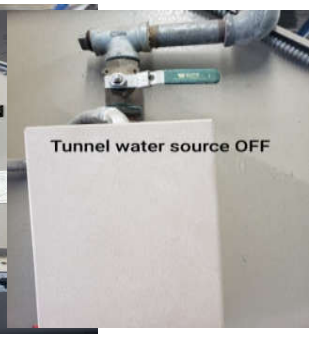


Air: ON

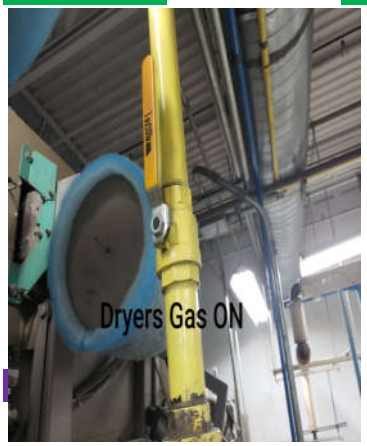
Air: OFF



Water: ON



Water: OFF



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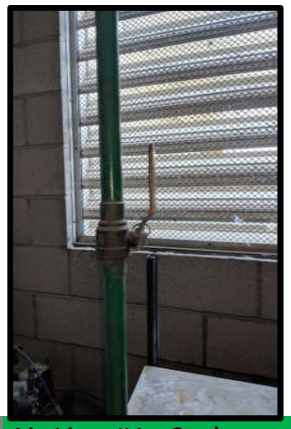
Electrical Panel located by front door. MAIN switch



Air Line #1: 2nd source of shut off

Air Line #2: 2nd source of

Geothermal verification

2nd Source of Geothermal Shutoff

Affected and Authorized Employees

List each person affected by this procedure and those authorized to use it.

AFFECTED EMPLOYEES	
Name	Job Title

AUTHORIZED EMLOYEES	
Name	Job Title

Certified by _____ Date _____

Certified by _____ Date _____

Affected and Authorized Employees

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Certified by _____ Date _____

Certified by _____ Date _____