

## LOTO

### Practices

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# LOTO NEWSLETTER

**LOTO Observations** — Of the two-hundred and sixty-five LOTO-related observations conducted from July to December 2016, two-hundred and fifty three had no noted issues. The twelve remaining observations cited issues with written LOTO plans, workers not applying locks, LOTO training and completing and logging LOTO tags.

Number of noted items for improvement by LOTO sub-process July through December - 2016	
LOTO Training	1
LOTO Planning	4
LOTO Application	9
LOTO Removal	1

LOTO Surveillance Analysis Noted items for improvement July through December - 2016	
• Tags not complete or not logged per line organization requirements	
• Necessary written plan not in place	
• LOTO Job Performance Measure (JPM) not in place	
• Workers not applying locks	

**LOTO POCKET CARD** — See your Environmental, Safety and Health Representative if you would like a card or poster

Installation, Demolition, or Service & Maintenance  
LOTO Pocket Card 1

**Need for LOTO?**

1. Determine the magnitude of each type of energy present.
2. Evaluate the potential hazards associated with each source and type of energy within the work boundary (electrical, mechanical, thermal, pneumatic, hydraulic, radiation, chemical, etc.).
3. Determine if an accidental release of energy could result in a hazardous situation because of the work environment, such as a startle hazard while working on a ladder.
4. Assess the potential consequences. Assume that workers are present when the energy is released.
5. Will de-energizing and LOTO'ing the equipment result a greater hazard/risk or is it infeasible?
6. If the potential for exposure exists, LOTO is needed to ensure full protection of workers unless de-energizing the equipment introduces a greater hazard/risk or it is infeasible.

**Type of LOTO?**

**Simple LOTO process** – **NONE** of the conditions below exist.

**Complex LOTO Single Worker** – **ANY** of the conditions below exist and the lockout/tagout is for the protection of a single worker.

**Complex LOTO Group** – **ANY** of the conditions below exist and the lockout/tagout is for the protection of multiple workers.

**CONDITIONS**

1. More than 1 source of hazardous energy
2. More than 1 isolation point
3. More than 1 craft applying LOTO
4. More than 1 work location
5. Both BNL and non-BNL workers are applying the LOTO
6. More than 1 crew applying LOTO
7. More than 1 disconnecting means
8. A particular sequence that is out of the ordinary is required for safe shutdown or startup of the equipment
9. Piece of equipment involved cannot be locked

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## Noted Items on LOTO Observations — Review

LOTO observations provide a mechanism to identify opportunities for improvement in the BNL LOTO program. Please use the items in this newsletter as “Safety Minute” discussions to raise awareness of the LOTO observation process and opportunities for improvement. You can invite a LPWG member to your morning meeting to discuss LOTO topics. Topics can include the following:

- Choice of LOTO type: Discussion of when a Complex LOTO plan needs to be in place and when to apply a lock.
- LOTO training requirements: Everyone applying a LOTO lock at BNL needs either a completed LOTO JPM or must have direct oversight by a Department approved LOTO Evaluator using the LOTO training tool.
- Identifiable locks: Tags applied to locks must be legible.
- Logging of tags: Tags must be logged according to your Organizational process.
- What to do if something is not going as planned: pause, re-evaluate, contact your supervisor.

The LOTO Practices Working Group (LPWG) meets monthly. If you have a LOTO question, you can contact any LPWG member identified on the left side of this newsletter.