
		Control of Hazardous Energy / Lockout & Tagout			
Control number:	HSE-P-23	Revision date:	8/29/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

The following "Safe Work Practices" shall be adhered to by all Peak NDT Solutions employees authorized to perform Lockout & Tagout procedures. Please acknowledge your understanding by initialing each Safe Work Practice listed below.

1. Peak NDT Solutions requires the use of both locks and tags when performing any Lockout & Tagout procedure. Lockout/Tagout devices must include name of individual placing device
2. Application of Controls: Authorized employees shall follow this sequence for implementing the lockout procedure:
 - Prepare for shutdown. Notify all affected personnel that the lockout will take effect. The area immediately affected by the procedure should be isolated from all non-involved personnel. Ensure that the customer's Site Supervisor or Safety Representative receives notification to alert his own personnel, should they become affected by the lockout procedure.
 - The authorized employee shall have knowledge of the type and magnitude of the energy hazards of the equipment to be controlled, and the methods or means to control the energy.
 - When shutting down machinery or equipment, ensure that all power sources have been isolated and secured from accidental start-up. The machine or equipment shall be turned off or shut down using the procedures established for the machine or equipment. All energy isolating devices that are needed to control the energy to the machine or equipment shall be physically located & operated in such a manner as to isolate the machine or equipment from the energy source. An orderly shutdown must be utilized to avoid any additional or increased hazard(s) to employees because of the equipment stoppage.
 - Apply a lock and tag, issued by Peak NDT Solutions or customer, using the following steps; 1) Lockout or tagout devices shall be affixed to each energy isolating device by an authorized employees, 2) Lockout devices, where used, shall be affixed in a manner that will hold the energy isolating devices in a safe or off position, 3) Tagout devices, where used, shall be affixed in such a manner as will clearly indicate that the operation or movement of energy isolating devices from the safe or off position, 4) Where tagout devices are used with energy isolating devices designed with the capability of being locked, the tag attachment shall be fastened at the same point at which the lock would have been attached. The tag should include the employee's name, and the date the lock/tag was placed.
 - Where a tag cannot be affixed directly to the energy isolating device, the tag shall be located as close as safely as possible to the device in a position that will be immediately obvious to anyone attempting to operate the device.
 - Render safe, all stored or *residual* energy. 1) Following the application of lockout or tagout devices to energy isolating devices, all potentially hazardous stored or

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residual energy shall be relieved, disconnected, restrained & otherwise rendered safe. 2) If there is a possibility of re-accumulation of stored energy level, verification of isolation shall be continued until the servicing or maintenance is completed, or until the possibility of such accumulation no longer exists. all workers involved in the maintenance activity must place their own lock and tag on each energy control point.

- Verify the isolation and de-energization of the machinery or equipment. Prior to starting work on machines or equipment that have been locked or tagged out; the authorized employee shall verify that isolation & de-energization of the machine or equipment have been accomplished. After verification, ensure all buttons are in the off position and any applicable lines have been disconnected or blocked.

3. Lockout & Tagout Authorized List of employees:

- Location Managers
- Level II Inspectors

4. Temporary Removal of Lockout & Tagout Devices: When temporarily removing Lockout & Tagout devices, the following procedures shall apply.


- Clear away tools,
- Remove employees from hazard area,
- Remove the LO/TO device,
- Energize & proceed with testing, and
- Re-energize & reapply control measures

5. The On-site Supervisor will monitor and control the use of lockout/tagout devices in all instances whereby the Customer does not perform the procedure.

6. Peak NDT Solutions employees are authorized to participate in Group Lockout & Tagout circumstances that involve Peak NDT Solutions owned equipment only. An annual training review shall be conducted with all employees on Lockout & Tagout procedures.

7. Retraining on Lockout/Tagout (LOTO) procedures is required under specific circumstances to ensure that employees understand and follow the safety protocols for controlling hazardous energy. Circumstances may be Change in Job Assignment, Change in Machines, Equipment, or Processes, Change in Energy Control Procedures Failure to Follow Procedures or Lack of Knowledge and new hazards identified.

8. During shift change or personnel changes, there shall be site specific procedures developed to ensure the continuity of Lockout & Tagout procedures. The Lockout & Tagout Permit shall specify and document these procedures.

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REVISION INFORMATION

This is applicable to changes made to the current version of the preceding document.

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