

# LOCKOUT REFRESHER

In wood product manufacturing, lockout procedures are essential for maintaining safety. Lockout procedures isolate energy to help prevent accidents. Routine lockouts are conducted for tasks like saw changes and clean-up.

Verification systems and worker vigilance are essential to ensure proper lockouts. Remember to diligently follow lockout steps each time lockout is required to help avoid complacency due to familiarity.

## LOCKOUT STEPS:

- NOTIFICATION
- DE-ENERGIZATION AND LOCKOUT
- VERIFICATION



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## NOTIFICATION

- Inform everyone who will be affected by the shutdown and lockout of the equipment.
- Communicate why the equipment must be locked out and how long you anticipate the machine will be shut down.

## DE-ENERGIZATION AND LOCKOUT

- Ensure equipment is off and all moving parts have stopped before de-energizing hazardous energy sources.
- Follow lockout procedures to identify and secure all types of hazardous energy.
- Consider "area-based" or "task-based" lockout systems.
- Control all forms of energy.
- Properly place locks and use multi-lock clamps, if needed, to prevent interference with other worker's locks.

## VERIFICATION

- Conduct a test to verify the lockout. Testing will confirm the lockout has been executed correctly and no errors have occurred.
- Ensure the area is clear before proceeding and make sure all personnel are at a safe distance.
- Understand the machine's controls. Familiarize yourself with the specific parts and know which button or switch activates which component.

### TEST DILIGENTLY

**Don't overlook testing. It is a critical step  
in the lockout process.**

**Your life may depend on it!**

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