
Course Syllabus:



A-SAF-029 Lock-out/Tag-out (Hazardous Energy Control)

ShipMate, Inc.
PO Box 787
Sisters, OR 97759 USA
Tel: +1 (310) 370-3600
Fax: +1 (310) 370-5700

Overview

This training program is intended to familiarize employers and employees with the requirements of the U.S. Occupational Safety & Health Administration's (or OSHA's) requirements for applying lock-out/tag-out procedures to control hazardous energy during service and maintenance of equipment or machinery.

Goals

This course will focus on the procedure for applying lock-out/tag-out procedures to control hazards. Each module is divided into short sections based on the lesson topic:

- Energy Control Program (ECP)
- Controlling Hazardous Energy
- Lock-out/Tag-out (LOTO) Devices
- Release from Lock-out/Tag-out
- Contractors, Groups & Shifts

Lesson Topics

Module 1 – Introduction

- Welcome
- Course Objectives
- WBT Library
- Glossary
- Learning Assessment & Final Exam
- Additional Information

Module 2 – Energy Control Program

- Energy Control Program (ECP)
- Training and Retraining
- Periodic Inspections
- Documenting Specific Elements
- Lock-out Procedures
- Tag-out Procedures
- Full Employee Protection
- Recordkeeping
- Summary

Materials

Computer (PC, laptop)
Internet Connection: High Speed

Requirements

You should print and maintain a copy of this course syllabus and overview on file at your facility. It is recommended that you provide a copy of this document in the event of a regulatory agency (e.g., OSHA) inspection.

Evaluation

Upon completion of the course of instruction, a comprehensive examination will be offered. In order to earn a Certificate of Completion, you must receive at least 80% on the exam. The exam is comprised of at least 10 questions, randomly selected from a database of questions and address each of the lesson topics covered in the course.

Lesson Topics – cont'd

Module 3 – Controlling Hazardous Energy

- Preparing for Shutdown
- Machinery & Equipment
- Energy Isolating Devices
- De-energizing Equipment
- Control Devices
- Dissipate Stored Energy
- Isolation & Control
- Other Information Sources
- Summary

Module 4 – Lock-Out/Tag-Out Devices

- Lock-out/Tag-out (LOTO) Devices
- Lock-Out Device Criteria
- Tag-Out Device Criteria
- Learning Assessment
- Summary

Module 5 – Release from Lock-Out/Tag-Out

- Release from Lock-Out/ Tag-Out
- Inspecting Machinery & Equipment
- Position & Notifying Workers
- Removing LOTO Devices
- Alternative Steps
- Testing Machinery & Equipment
- Learning Assessment
- Summary

Module 6 – Periodic Inspections

- Periodic Inspections
- Purpose
- Frequency
- Recordkeeping
- Summary

Conclusion

- Certification Test Code
- Final Exam Prep