



LOCKOUT TAGOUT PROCEDURE

Department: Campus Maintenance, Athletics

Equipment: Pool Evacuation Pumps 1 and 2

Equipment Location: Dean Smith Center


Purpose: This procedure establishes the minimum requirements for the lockout and tagout of energy isolating devices whenever performing maintenance or servicing the pool evacuation pumps to protect employees from the unexpected energization or start-up of the pump, or release of stored energy.

Special Precautions: The evacuation pumps are in a confined space. Follow confined space entry procedures when servicing the pumps: Pump out pit and place cap on inlet pipe (water from pool deck trickles into pit).

EQUIPMENT PICTURE



ENERGY SOURCES

Energy Source (Magnitude)	Energy Isolation Point or Control Step	Application Method and LOTO Device	Step #	Visual Reference
Electrical 220 V	Disconnect	Place in "Off" position and perform LOTO	3	

LOCKOUT TAGOUT SEQUENCE

Step	Description
1. Notify Employees	Notify affected employees of LOTO activity: <ol style="list-style-type: none"> a. Athletics Maintenance Shop Supervisor b. Athletics Department (Swimming)

Created by: Kim Haley, EHS

Reviewed by: William Modlin, Athletics Maintenance Shop Supervisor

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2. Equipment Shutdown	Shut down pump by normal stopping procedure. a. Place pump switch in Off position.
3. Isolate Energy	Turn off disconnect to pump.
4. Lockout Energy	Lockout and tagout the disconnect.
5. Dissipate Energy	N/A
6. Verify Isolation	Place pump switch in On position to verify isolation (i.e. pump should not start).
7. Perform work	The equipment is locked out. Perform work.

RESTORE EQUIPMENT TO SERVICE SEQUENCE	
Step	Description
8. Clear Work Area	To restart equipment, clear work area of personnel and tools.
9. Verify Controls	Verify that controls are in off position.
10. Remove Lockout	Remove lockout devices and reenergize disconnect.
11. Notify Employees	Notify affected employees that servicing is completed.

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