

Lockout for Employers and Supervisors

How to deliver a crew talk

- **Prepare** in advance by reviewing your shop's lockout procedures to discuss with the crew. Also, review the WorkSafeBC booklet *Lockout*.
- **Gather** your crew together to watch the slide show *Lockout for Woodworking*.
- **Distribute** the *Lockout Handout for Workers*.
- **Emphasize** the importance of locking out when required.
- **Explain** that lockout procedures are in place to ensure everyone's safety. Each year workers are seriously injured because machinery or equipment was not locked out — this means crushed limbs, severed fingers, even death.

Discussion topics

1. **Discuss and ask questions** to check your crew's knowledge of lockout. Use the worker handout as your discussion guide.
2. **Demonstrate** proper de-energization and lockout procedures by locking out the actual equipment.
3. **Discuss** how injuries can occur if equipment is not locked out.
4. **Emphasize** that lockout is mandatory.
5. **Cite** a true story from your own experience or that of the crew (or use the Hazard Alert shown at right).
6. **Identify** machinery in your shop where a basic lockout procedure would not be adequate — for example, machinery equipped with multiple energy types such as kinetic, chemical, or thermal. Ensure that all these types of energy have been taken into account when developing your lockout procedures.

WorkSafeBC resources

Print the booklet *Lockout* and post a couple of copies around your shop. Ensure that each department manager discusses the booklet in more detail with their specific crew. Visit WorkSafeBC.com for copies of *Lockout* and the slide show *Lockout for Woodworking*.

HAZARD ALERT!

Don't become a statistic

An electrician was making adjustments to the switches of a lumber-strapping machine. Without locking out the control device, he placed his head and upper body into the machine between the platen and horizontal cylinder. Without warning, the platen opened vertically and crushed his head against the cylinder. The worker's injuries were fatal.

How could this accident have been prevented?

Read the following regulations

For more information on safe lockout procedures, see the Occupational Health and Safety Regulation and Guideline, Part 10: De-energization and Lockout. Visit WorkSafeBC.com for a searchable version of the Regulation.

Project: _____ Address: _____

Employer: _____ Supervisor: _____

Date: _____ Time: _____ Shift: _____

Number on shift: _____ Number attending: _____

Other safety issues or suggestions made by attendees:

Record of those attending:

Name: (please print)	Signature:	Company:
1.		
2.		
3.		
4.		
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6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Manager's remarks: _____

Manager: _____ Supervisor: _____

(signature)

(signature)



WORKING TO MAKE A DIFFERENCE
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