

City of Belleville Fire Department

Number: 1025

POLICY:

It is the policy of the Belleville Fire Department to ensure all Electrical and Machinery is locked out before performing rescue to entrapped person(s).

Date S.O.G. Comes Into Effect: December 19, 2004

Date S.O.G. Revised: May 16, 2018

Date Committee Approved S.O.G.: October 19, 2004

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GUIDELINE

1:00 **Purpose:**

1:01 To provide a safe and effective method to rescue victims that are trapped in machinery, elevators, etc while at the same time reducing the danger to the rescuer.

2:00 **Procedures:**

2:01 **Definition of Lock-Out:** The term "Lock-Out" refers to the methods, devices and procedures for preventing the sudden and uncontrolled release of energy from a system, machine or piece of equipment. Since energy is what a lock-out system attempts to eliminate or control, it is important to identify all active potential sources of energy associated with the piece of equipment involved.

2:02 Main energy sources provide power to a system such as electricity, pneumatics or hydraulics. Stored or secondary energy stays in the system after the main source is turned off. Stored energy includes electricity in batteries and capacitors, volatile chemicals in piping systems or pistons that move back and forth after the equipment's power supply is turned off.

2:03 Ensure that training in lock-out procedures is given to those personnel that will perform rescue in any industrial machinery or energized electrical equipment

THIS GUIDELINE IS NOT EXPECTED TO SUBSTITUTE FOR GOOD JUDGEMENT AND EXPERIENCE UNDER UNUSUAL CONDITIONS.

- 2:04 Utilize any personnel on site who possess a greater knowledge of the machinery and who can assist in locating shut-offs and disassembly of the machine.
- 2:05 Isolate the energy supply by locating power sources and ensure that lock-outs are performed. In energized electrical equipment, locate the main line and disconnect and perform a lock-out. In pneumatic/hydraulic equipment, locate line shut-offs and perform a lock-out. In flowing liquid/solid applications, ensure that the block-outs are performed.
- 2:06 Eliminate or neutralize energy reactors by use of chocks, wedges, blocking devices or elimination of secondary power where necessary.
- 2:07 Assign personnel with a communication source (radio) to stand-by lock-outs to ensure that machinery power supply is not inadvertently turned back on.
- 3:00 **Scope:**
- 3:01 It shall be the responsibility of the Captain/ Officer in charge of each shift to ensure that this guideline is explained and followed.
- 3:02 It shall be the responsibility of **all employees** to understand and adhere to this guideline.

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