

Executive Summary

THE BGSU LOCKOUT TAGOUT PROGRAM

In 1970, the United States Congress established the right of workers to "safe and healthful working conditions" through the Occupational Safety and Health Act. This act created the Occupational Safety and Health Administration (OSHA). In July 1994, Federal OSHA standards became effective for Ohio public employers, including Bowling Green State University and other state agencies through the Ohio Public Employee Risk Reduction Act. On October 7th of that same year, the BGSU Board of Trustees established the following policy: "It is Bowling Green State University's policy to comply with the occupational safety and health standards of the Ohio Public Employees Risk Reduction Act and all applicable Federal, State and Local rules, regulations and directives."

The Control of Hazardous Energy (lockout/tagout) is one of the OSHA standards adopted under the Ohio Public Employees Risk Reduction Act. This standard details specific provisions for servicing and maintenance of equipment in which unexpected energization or start up of the machines or equipment, or release of stored energy could cause injury to employees in the workplace. The standard requires a written energy control program including; general and equipment specific procedures, employee training and communication and annual inspections. Work place hazards that may require the use of a lockout tagout system include, but are not limited to: any servicing and/or maintenance of machines or equipment when the source of energy to the machines or equipment is electrical, mechanical, hydraulic, pneumatic, chemical, thermal, or other energy including activities such as constructing, installing, setting up, adjusting, inspecting, modifying, maintaining and/or servicing machines or equipment, including lubrication, cleaning or unjamming of machines or equipment, and making adjustments or tool changes, where employees could be exposed to the unexpected energization or startup of the equipment or release of hazardous energy. The Lockout Tagout Program outlines safe practices and procedures for these activities.

The objective of the Lockout Tagout Program is to prevent exposure to work place hazards by establishing requirements for the lockout and tagout of energy isolating devices and for the dissipation of stored energy prior to performing maintenance work to prevent intentional or accidental energization, start up or release of stored energy. This program applies to all University employees, including Firelands, servicing and maintaining equipment or machines. The program provides guidelines for general and equipment specific procedures, employee training and communication and annual inspections. The program also identifies the responsibilities of all parties involved including: the Occupational Safety and Health Specialist, Design and Construction, outside contractors, management (department chairpersons and directors), supervisors, and authorized employees.

Revised: 6-24-03