



LOCKOUT-TAGOUT PROCEDURE

Developed by:	
Cardinal Compliance Consultants 1135 Corporate Dr. Holland, OH 43528 P: 419-882-9224	
Procedure # 240	Date: 6/15/23
Origin: 6/15/23	

Description: FMB-2		Location: Plaza 1		Rev: 0	
Facility: Owens-Illinois				Date: 6/15/23	

<div style="border: 1px solid black; padding: 5px; display: inline-block;">2</div> <div style="display: inline-block; vertical-align: middle; margin-left: 10px;"> Isolation Points to be Locked and Tagged </div>	NOTES:



ALWAYS PERFORM A MACHINE STOP BEFORE LOCKING OUT DISCONNECTS

Any machine modifications must be shown in procedure. Contact safety department to update procedure.

ID	Source	Device	Location	Method	Check
	480V Electric	CKT#35	RP-14	Lock & Tag	Attempt Restart
	480V Electric	Disconnect	Top side of unit Tag #3257	Lock & Tag	Attempt Restart

Safety Is Your Responsibility!

PROCEDURAL LOCKOUT STEPS ON REVERSE SIDE



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SHUTDOWN SEQUENCE

1	Notify	Notify all affected employees that the machine or equipment will be shut down and locked out.
2	Machine Stop	Shut off machine and wait for machine to fully stop.
3	Isolate	Turn off disconnect tag #3257. Turn off CKT#35 in RP-14.
4	Lock-Out	Apply appropriate lock out devices, locks and properly filled out tags
5	Verify Devices	Attempt to remove lock or device from lock-out point to verify effectiveness.
6	Dissipate Energy	Dissipate or restrain stored or residual energy.
7	Attempt Restart	Ensure no personnel exposure, then, if applicable, attempt to restart machine or equipment.

Restore to Service Sequence

1	Inspect	Remove any non-essential items from machine and re-install any safeguards.
2	Check Area	Check the area to ensure all employees have been safely positioned or removed from the area.
3	Verify	Verify machine controls are in neutral or "off" position.
4	Remove Locks	Remove lockout devices, locks, and tags.
5	Energize	Energize machine.
6	Set Parameters	Set machine or equipment to standard operating parameters.
7	Notify	Notify affected employees that maintenance is complete, and isolations have been removed.

Only Authorized Personnel are to use Lockout-Tagout!

Lockout Procedure Approval Data:

The signatures below indicate that the lockout procedure covered on this sheet has been prepared by Cardinal Compliance and approved by Owens-Illinois.

Completed by:


Jacob Meek
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Approved by:


Josh Warner
Owens-Illinois.

Date:

7-7-23