3
LOCKOUT POINTS

LOCKOUT/TAGOUT PROCEDURE

Vertical baler, 60-inch · BAL-02

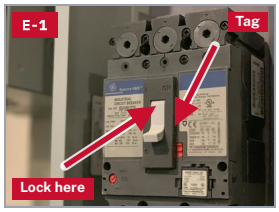
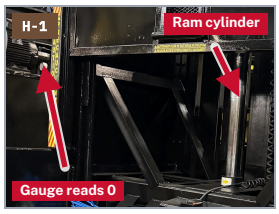
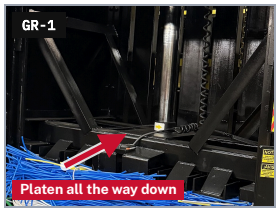
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EQUIPMENT **Vertical baler, 60-inch**	LOCATION **Shipping dock, east wall**
ASSET # **BAL-02**	MAKE / MODEL **Model VB-60**
TAG READS **DANGER: DO NOT OPERATE**	ENERGY SOURCES **E-1 · H-1 · GR-1**

LOCKOUT STEPS

STEP	ENERGY	PHOTO	ISOLATE AND LOCK	RELEASE STORED ENERGY	VERIFY ZERO ENERGY
1	**E-1** Electrical · 480 V, 3-phase, 10 HP pump motor		**Circuit breaker CB-7 (locks only in OFF)** Gray enclosure on the wall 3 ft left of the baler, chest height **Breaker lockout on the handle, one padlock per person, tag**	Wait for the pump motor to stop; no capacitors on this unit	Press START and UP at the panel: nothing happens, power light off. Qualified person: live-dead-live test at the load side of CB-7 before touching motor leads
2	**H-1** Hydraulic · up to 2,500 psi in the ram cylinder and hoses		**Ram cylinder and hoses (no lockable valve)** Pump on the left side; cylinder over the chamber **No lock: pressure bleeds to tank when the ram is down and the pump stops** Tag + extra measure: CB-7 locked out, so the pump can't build pressure	Ram all the way down before CB-7 is opened; gauge on the pump reads 0	Gauge 0; ram doesn't move when UP is pressed with the power off
3	**GR-1** Gravity · platen, about 1,800 lb		**Platen, all the way down** Inside the chamber **No lock: all the way down, it can't fall** Tag + extra measure: CB-7 locked out, so the ram can't be raised	Lowered all the way before CB-7 is opened. If it must stay up for the work, the manufacturer's safety prop goes under it, pinned	Platen resting and not moving. Under a raised platen: prop pinned and the pin clip in place first; tug test

VERIFY ZERO ENERGY

1. **Try it**
   Clear everyone, then try to start it from every control. Nothing moves. Controls back to OFF.
2. **Test it**
   Do the Verify check for every step above. Electrical: live-dead-live by a qualified person.
3. **Recheck it**
   Before your hands go in, walk every point again: your lock and tag on each, everything still OFF.

AUTHORIZED EMPLOYEES
Priya Natarajan · Derek Boone · Carlos Méndez

AFFECTED EMPLOYEES
Jamal Pierce · Sam Patel · dock lead · baler feeders, all shifts

Hank Osei
Plant Manager · approved Mar 12, 2026

Priya Natarajan
Wrote it and tried it on the machine Mar 10, 2026

29 CFR 1910.147(c)(4), (c)(6), (d), (e), (f) · 1910.333(b)(2) · NFPA 70E 120.6 · ANSI/ASSP Z244.1

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Lockout sequence

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SHUTDOWN, LOCK, TAG AND TEST

1	**Get ready**	Read this procedure. Know every energy source in the Lockout Steps, how big it is, and how to control it. 3 isolation points: one personal lock and tag on each, but H-1, GR-1 can't take a lock: a tag + an extra measure there. What goes on each point is in the Lockout Steps. Electrical: a qualified person with a CAT III 600 V voltage tester and proving unit and the PPE on the equipment label.
2	**Tell the affected employees**	Tell the affected employees (Jamal Pierce, Sam Patel; dock lead · baler feeders, all shifts) that you're locking out Vertical baler, 60-inch, and why.
3	**Shut it down**	Stop the machine with its normal stopping procedure. Use the normal stop so stopping it doesn't create a new hazard.
4	**Isolate every energy source**	Turn off or close each device in the Lockout Steps, in order: E-1, H-1, GR-1. Push buttons, selector switches, E-stops, interlocks and PLCs are NOT isolating devices.
5	**Lock and tag**	Put YOUR lock and YOUR tag on each device, in the safe (OFF) position: E-1. H-1: can't take a lock. Tag at the same spot + CB-7 locked out, so the pump can't build pressure. GR-1: can't take a lock. Tag at the same spot + CB-7 locked out, so the ram can't be raised.
6	**Release stored energy**	Release, block or bleed off stored energy the way each Lockout Step says. If energy can build back up, keep checking until the work is done.
7	**Verify: try it, test it, recheck it**	Don't start work until all three checks pass.

LIVE-DEAD-LIVE · E-1

1 · LIVE	2 · DEAD	3 · LIVE
Test your meter on a known live source (or a proving unit). It must read correctly.	Test every conductor at the point of work, phase to phase and phase to ground (L1-L2, L2-L3, L1-L3, L1-G, L2-G, L3-G). Every reading must be zero. Check for backfeed.	Test the meter on the known source again. If it fails, the dead test doesn't count: repeat with a meter that works.

A qualified person does this, in the PPE on the equipment label, until zero voltage is proven. Treat everything as live until then.

During the work: Need power to test or position? Clear tools and everyone, each person removes their own lock, test, then shut down and lock out again from step 3.

RESTORE TO SERVICE

1	**Check the machine**	Check that guards are back on and the machine is complete.
2	**Check the area**	Remove tools and materials. Make sure everyone is clear.
3	**Controls to OFF**	Put every control in OFF / neutral before the locks come off.
4	**Remove locks and tags**	Each person removes ONLY their own lock and tag.
5	**Tell the affected employees**	Tell the affected employees (Jamal Pierce, Sam Patel; dock lead · baler feeders, all shifts) the locks are off and the machine is about to start.
6	**Re-energize and test**	Re-energize, test run, and tell everyone the machine is back in service.

RULES

- Only authorized employees apply or remove locks. One person, one lock, one key.
- Never remove someone else's lock or tag. Never try to start a locked-out machine.
- Group jobs: the person in charge locks every isolating device with a group lock and puts the keys in the group lockbox. Every worker puts their own lock on the lockbox before starting and removes it only when they stop working. The person in charge removes the group locks last.
- Shift change: the oncoming worker puts their lock on before the off-going worker removes theirs, then does their own check, check, recheck. There is never a moment with no lock on.
- Outside contractors: before work starts, we and the contractor show each other our lockout programs and agree whose procedure is used. Our employees follow the contractor's restrictions, and contractor locks go on our group lockbox.

Required on the written procedure · 1910.147(c)(4)(ii)

PURPOSE
Use this procedure to lock out baler BAL-02 for all servicing and maintenance: clearing jams inside the chamber, work on the ram, cylinder, hoses or doors, the wire-tie system, and cleaning behind guards.

SCOPE
Any servicing, maintenance or cleaning where an unexpected start-up or release of energy could hurt someone. It covers every energy source in the isolation points.

ENFORCEMENT
Following this procedure is required. Not following it, or removing or getting around someone else's lock or tag, results in corrective action under the company's lockout program.

29 CFR 1910.147(c)(4), (c)(6), (d), (e), (f) · 1910.333(b)(2) · NFPA 70E 120.6 · ANSI/ASSP Z244.1

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