

Lockout/ Tagout Abbreviations and Quick Reference Guide

NOTE: The lockout /tagout standard does not apply to work on cord and plug connected electric equipment for which exposure to the hazards of unexpected energization or start up of the equipment may be controlled by the unplugging of the equipment from the energy source and the plug is under the exclusive control of the employee performing the servicing or maintenance.

1. **SLT** – Simple lockout /tagout (**Simple => a single source** of hazardous energy - *Note** there can be either one lock or many locks applied depending on the number of persons working on the job.

apply this when **all** of the following conditions are true :

- the machine or equipment has only ONE hazardous energy source that can be readily identified or isolated
- there is no potential for stored or residual energy or reaccumulation of stored energy after shutdown which could endanger employees
- the isolation and locking out of the energy source will completely deenergize and deactivate the machine or equipment
- the machine or equipment is isolated from that energy source and locked out during servicing or maintenance
- a single lockout device will achieve and is used to maintain a locked-out condition while servicing/maintenance activities are being performed
- the lockout device is under the exclusive control of the authorized employee(s) performing the servicing or maintenance
- the servicing or maintenance does not create hazards for other employees
- there have been no accidents involving the unexpected activation or reenergization of the machine or equipment during servicing or maintenance while using this procedure
- the employee has not been instructed to follow more restrictive procedures and there are no signs or labels posted indicating the need to follow more restrictive measures

2. **CLT** – Complex lockout/tagout procedure (**Complex => more than one**)

Whenever any of the conditions that are required for a simple lockout-tagout procedure to be used **do not** apply, complex lockout-tagout procedures are required. Authorized employees must be provided with a written procedure for machinery or equipment requiring complex lockout/tagout procedures **prior to** performing related service or maintenance activities. An approved template that must be used for drafting complex lockout-tagout procedures may be found in the section of this program labeled WRITTEN PROCEDURE TEMPLATE.