



GROUP LOCKOUT/TAGOUT SAFETY

ONE TEAM. ONE LOCK EACH – EVERY TIME.

GROUP LOTO RULE

Each worker must apply their own personal lock.

One worker. One lock. One key.

No one should rely on someone else's lock for their safety.



! WHY GROUP LOTO MATTERS



Multiple workers may be working on the same equipment.



Without your own lock, you have no control over whether the machine is re-energized.



OSHA requires every authorized worker involved in the job to apply their own lock.



🔧 HOW GROUP LOTO WORKS

1

LEAD WORKER STARTS THE LOCKOUT AND CONFIRMS ALL ENERGY SOURCES ARE ISOLATED.

2

EACH WORKER ADDS THEIR PERSONAL LOCK TO THE GROUP HASP OR LOCKBOX.

3

EQUIPMENT CANNOT BE RE-ENERGIZED UNTIL EVERY LOCK IS REMOVED.

4

EACH WORKER REMOVES ONLY THEIR OWN LOCK WHEN FINISHED.

5

LEAD WORKER REMOVES THEIR LOCK LAST.

SHIFT CHANGE SAFETY:

IF A LOCKOUT IS STILL ACTIVE WHEN YOUR SHIFT ENDS:

- TELL THE INCOMING CREW THE MACHINE IS LOCKED OUT
- INCOMING WORKERS APPLY THEIR OWN LOCKS
- REMOVE YOUR LOCK AFTER THE HANDOFF

BEFORE YOU START A GROUP JOB:

MAKE SURE EVERY WORKER **HAS THEIR OWN LOCK APPLIED.**

STOP WORK IF SOMEONE DOES NOT.