

**Canadian  
Agricultural  
Safety Week  
Mar. 14-20, 2007**

# **FACT SHEET #3**

**THE CANADIAN FEDERATION OF AGRICULTURE**  
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## **Communicate safety with lock-out / tag-out**

Communication is a very important part of farm safety. One type of communication commonly used in the work place is called “lockout / tag-out”. This communication system lets others know that a piece of equipment is being worked on and not to turn the machine or energy source on. Practicing this simple procedure could significantly reduce the occurrence of injuries and deaths on Canadian farms.

Promoting the use of lockout / tag-out safety procedures is part of this year’s Canadian Agricultural Safety Campaign. The yearlong campaign will be launched with Canadian Agricultural Safety Week (CASW), March 14-20, 2007, under the theme “*Protect your moving parts!*” with a focus on the prevention of injuries due to crushes, pinch points, entanglements, and the importance of guarding. CASW is delivered by the Canadian Federation of Agriculture (CFA) and Canadian Agricultural Safety Association (CASA) in partnership with Farm Credit Canada (FCC) and Agriculture and Agri-Food Canada (AAFC).

“There is legal duty for all persons directing work to take reasonable steps to ensure the safety of workers and the public.” said Marcel Hacault, CASA Executive director. “Workers have the right to know about workplace hazards and to receive proper training, so it is up to each farmer or rancher to ensure that safety procedures like lockout / tag-out are in place and practiced on their farms.”

Lockout means to physically neutralize all energies in a piece of equipment before beginning any maintenance or repair work. To do this, all energy flows need to be stopped. This can be done by turning off switches, or closing valves on supply lines. These switches should then be locked in the off or closed position. Each lock should have a tag stating who put on the lock and why, so no one else accidentally starts something moving that can injure a fellow worker. And finally, the machine, device, or power transmission line needs to be de-energized – perhaps by applying blocks, or bleeding the hydraulic or pneumatic pressure from the lines, or releasing the pressure from a coil or spring.

*more...*

## ***Lock-out / Tag-out ...2.***

### **There are six basic steps to lockout:**

1. Shut down the equipment.
2. Check the moving parts to see if they have stopped.
3. Shut off the switch, valve or energy source and put a lock at each place.
4. Check it. Test circuits for electricity. Check switches and valves are turned off, locked and tagged. Check gauges for zero pressure. Turn the operating controls on to see if the main energy is still getting through. Turn them off again.
5. Neutralize the stored energy – release or block off all parts under tension or pressure; wait for temperatures to go down; disconnect, drain or vent whatever it needs to clean out the system.
6. Check it. Pressure gauges should be zero. Look for movement in the system. Listen for release of air or liquid.

“If you were going to re-wire a lamp, you would unplug it first so you don’t get a shock. – most people are aware of that risk,” said Hacault. “We are often unaware or forget about the risks of ‘stored energy’ in a piece of equipment or a pressure hose. The practice of lockout procedure is getting to a ‘zero-energy’ state by releasing all the stored energy and making sure no one can turn on the energy source.”

The CFA along with FCC, CASA, and AAFC want to remind Canadian farmers to “*Protect your moving parts!*” by finding out more about the applicable provincial regulations and federal laws that set out requirements for lockout in your workplace.

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### **For more information call:**

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