

**PROFICIENCY TEST
MODULE 1-08**

LOCKOUT TAGOUT

Multiple Choice

1. Lockout/Tagout procedures are important because they:
 - a) Safeguard employees from the unexpected energization or start up of machinery or equipment.
 - b) Safeguard employees from the release of hazardous stored energy during service or maintenance activities.
 - c) Ensure machines and equipment are disabled and co-workers can't use them.
 - d) Ensure appropriate procedures are followed to return machines and equipment to service.
 - e) All of the above.

2. Steps you should take for a Routine Maintenance LO/TO are:
 - a) Notify affected personnel/visitors/hosts and shut down the machinery or equipment.
 - b) Disconnect the main switch, valve or other energy isolating device(s).
 - c) Place a lock and tag on the energy source.
 - d) Release or restrain any residual energy which may be stored within the equipment.
 - e) Engage the normal starting and operating procedure as a check to ensure the equipment will not operate
 - f) All of the above.

3. When restoring energy to a locked out tagged out piece of equipment, the last thing you need to do is:
 - a) Remove all tools and reinstall guards.
 - b) Notify employees/ visitors/ hosts in the area you are preparing to restart the equipment.
 - c) Remove any blocks or restraints.
 - d) Remove locks and tags from the switch and restart or restore energy to the machinery or equipment.

4. At the end of your work shift, if the equipment is still LO/TO, you need to:
 - a) Not worry about leaving a note for your supervisor and the following shift members.
 - b) Notify your supervisor, or leave a note for the supervisor and the following shift workers.
 - c) Just leave the equipment where it is with your lock and tag on it.
 - d) None of the above.

II. True/False

5. _____ One of the purposes of LockOut/TagOut is to ensure that all energy is released from a piece of equipment prior to any set up or maintenance work being performed.
6. _____ When locking/tagging out a piece of equipment, you don't need to notify anyone you are performing the procedure because they will see the lock and tag.
7. _____ When working on equipment with hydraulics or air pressure systems, it is important to

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release this pressure and, if necessary, block the equipment.

8. _____ Lockout/tagout is a needless Oregon-OSHA regulatory requirement.
9. _____ Due to staff limitations, when two or more people are working on a piece of equipment, only one person needs to lock and tag it out.
10. _____ If you leave work and leave your LO/O on a piece of equipment w/o proper notification, you may be required to come back to work to remove your lock and tag.
11. _____ Only the person who placed a LO/TO is empowered to remove it.
12. _____ Before repairing LO/TO equipment, one should always attempt the normal starting or operating procedures, to see if it is really disabled, disconnected from power sources and stored up energy is controlled or released.

Discussion Questions

1. If a front deck mower starts overheating, what process would you use to lock and tag it out?
2. After tagging out a broken piece of equipment, whom should you notify?

Employee Name: _____ Pass _____ No Pass _____ Date: _____

Take this test to your supervisor or trainer for sign off.