

Lock Out/Tag Out Safety Meeting

This Safety Meeting will cover the Basics of Lock-out Tag-out. I encourage you to discuss specifics of this procedure with your Driller or Tool pusher for your individual Rig.

Lock-out/Tag-out is a Safety Procedure in place that

insures any piece of equipment that is being worked on cannot be inadvertently powered up or started in any way while workers are repairing it. A designated Hand on each crew(usually The Motorman) is in charge of the locks and tags. To begin, the designated Hand must notify The Toolpusher, The Driller and All The Hands on the Location of the lock-out he is about to perform. Then he can shut down and lock out the equipment to be worked on. Before work can begin he must insure that all stored energy in the equipment is released. A few examples of this would be when working on Mud Pumps, after they are shut down and locked out you have to insure a relief valve(usually a 2") is open to relieve any pressure trapped in the Pumps or Mud Lines. (Other examples include relieving Hydraulic or Air Pressure from Hydraulic or Air operated equipment) When this is done and he is sure all potential stored energy hazards are relieved, then he should test the equipment by turning on the Start/Run switch to insure the equipment is 100% Locked Out.

Locking Out Equipment is not always a straight-forward procedure and at times requires some ingenuity on your part. An example would be the Valves in the photo on the left. You can easily notice in this circumstance the Valve Handles had to be removed and then Chains, a Lock and Tag were put in place. There won't always be a convenient place in the SCR House to lock the equipment out. Instances that come to mind would be working on a Air Hoist.(You would need to close the air supply valve in the Substructure and find a way to lock it out and tag it) Another instance that comes to mind would be Breaking the Kelly Connections before setting it back in the Rathole(When laying down Pipe). When these connections are broke, The Motorman would need to lock out The Kelly Spinners, In case The Relief Crew needed to pick up The Kelly for some reason.(If the kelly were inadvertently operated like this, the left-hand threads above The Kelly would unscrew!)this may even require disabling the Air Supply to The Spinners at The Console. If you are jetting Pits, All Pit Stirrers need to be locked-out before any Hand is allowed to enter the Pit. The Examples go on and on, but as you can see, to operate safely will require some thinking on your part. The important thing is to take the necessary time to think things through before work on any equipment is allowed

to start. Because you are in charge of the Locks and Keys, YOU are directly responsible for the safety of EVERY HAND on your Rig!

When work has been completed, Before returning the equipment to service, Check to see that all Tools, Spare parts, etc. have been removed. Ensure that all Safety Guards are in place, That all Hands are notified and clear of the equipment, only then should you remove the locks, Restore power and check the equipment for proper operation. It is important to remember that ONLY the person locking equipment out poses the key to unlock it. If that person is not available (Tour Change) he should leave this key with the Toolpusher and notify his relief as well as the Relieving Driller of the work that is being performed. No equipment should be unlocked without these Basic Procedures being followed. I have tried to give you a general understanding of Lock-Out /Tag-Out Procedure here, But as I stated at the start, **"Be sure to check with your Driller or Toolpusher as to Rig Specific Procedures."**

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