



LOCKOUT/TAGOUT

A close-up photograph of a red plastic lockout device attached to a metal component. A white warning tag is attached to the device. The tag has a red oval with the word 'DANGER' in white. Below this, the text reads: 'This energy source has been LOCKED OUT. Only the individual who signed the reverse side...' The background is dark and out of focus, showing other parts of the machinery.

DANGER

This energy source has been LOCKED OUT.

Only the individual who signed the reverse side...

Lockout/Tagout Programs
anually help prevent

250,000
incidents






50,000
workplace injuries
and

120
deaths

Rockford Systems, LLC is considered a trusted industry leader in the machine safeguarding business, allowing us to easily transition into Lockout/Tagout (LOTO). We have a unique competitive advantage because of our expert knowledge of industrial machinery. LOTO and machine safeguarding are closely related, and our experience can help organizations with their challenges of working safely with industrial equipment.

Many organizations need help and direction with identifying gaps in their current safety system, addressing them, and implementing a system that will promote continuous improvement, drive accountability, and sustain the gains. These gaps include not having a compliant program, not following the program elements, outdated or missing procedures, procedures that are not compliant, or procedures that are not available or understood by the authorized workforce. Another gap is the lack of understanding of the authorized workforce. Our services help identify those gaps, address those gaps, and ensure a system is in place to sustain those gains.

Our Service Offerings:

-  **Gap Analysis**
-  **Machine-Specific Procedures**
-  **Program Development**
-  **Lockout/Tagout Workshops**
-  **Authorized Training**





Gap Analysis

Our Gap Analysis solution is a comprehensive evaluation model where a Rockford Systems Safety Professional will go into an organization and conduct a review of their lockout/tagout program. This analysis is based on the OSHA 1910.147 regulation. The evaluation will focus on the customer's policies and program elements, the application of lockout/tagout in the field by the authorized workforce, and the level of understanding of the official workforce. The deliverable will be a comprehensive report that includes specific recommendations to improve. These recommendations include other Rockford Systems service offerings like procedure development, program development, and training.

The elements of the gap analysis include the following.



Compliance Analysis

A compliance review of the 1910.147 OSHA regulation and industry best practices is conducted. This review includes a document and process review where key stakeholders will be asked to provide evidence that they have met the regulatory requirements.

Application Analysis

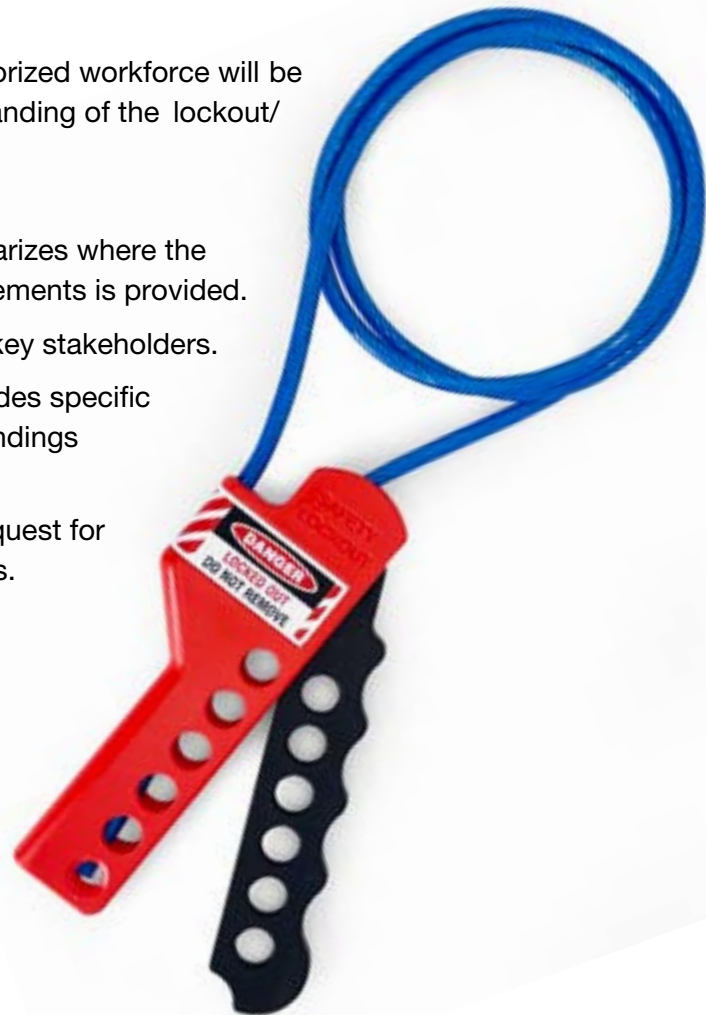
A review of the authorized workforce while they are actively performing a task in the field to determine if lockout/tagout is being appropriately applied.

Employee Understanding

A representative sampling of the authorized workforce will be interviewed that gauges their understanding of the lockout/tagout process.

Deliverables

- A detailed report that clearly summarizes where the gaps exist in each of the audited elements is provided.
- A presentation of the findings with key stakeholders.
- A future state action plan that provides specific recommendations to address the findings that close the gaps is identified.
- Proposals will be provided upon request for other services based on the findings.





Machine-Specific Procedures

Develop equipment-specific lockout procedures utilizing Rockford Systems LOTO Software. We use our software solution to create the equipment-specific procedures and sustain the program through periodic inspection tracking and tracking employee training. An App is available that utilizes QR Codes allows for field use when applying the procedure and conducting periodic inspections.

Service includes the following.



Step 1: On-site Audit/Data Gathering

A Rockford Systems Safety Consultant will conduct an in-depth audit and review of each machine and piece of equipment. This review will include identifying all energy sources for each piece of equipment, the means to de-energize the sources, and the means to isolate the energy sources. We then create a draft of machine-specific procedures. Digital photographs will be taken to be used in developing the visual procedures.

Step 2: Procedure Development

The data gathered during step 1 will be used to complete the development of the machine-specific procedures. These procedures will be created using the Rockford Systems LOTO Software. The procedures, once completed, are visually instructive and easy to follow by any employee or contractor.

Step 3: Accuracy Verification

After all the procedures are developed, we will submit them to the customer for verification and final approval in the software platform. If any changes are needed or required, they are accomplished in this step.

Step 4: Approval

The finalized procedures will be laminated and posted on the equipment. Energy source tags will be placed on each isolation point.

Deliverables

- Posted procedures with energy source tags on isolation points.
- Fully implemented software that is customer specific with hierarchy and finalized procedures.
- A detailed device list is provided based on the procedure requirements, including ordering information.
- Upon request, we can provide periodic inspection proposals.





Program Development

A written program developed by a Rockford Systems Safety Consultant based on the OSHA 1910.147 regulation and industry best practices is provided. Service includes full program development and implementation for all required processes, including Protective Material and Hardware, Training and Communication, Application of Control, Release from Lockout/Tagout, Device Removal, Testing or Positioning, Group Lockout, and Shift or Personnel Changes.

Service includes the following elements.



One day on-site will be required to gather site-specific requirements for program development, and another day on-site for implementation.

Deliverables

- Compliant Site-Specific Lockout/Tagout Program.
- The device and equipment list with ordering information and everything needed to implement the new program.
- Implementation guidelines with step-by-step instructions to successfully implement the new program.





Authorized Training

Fully compliant Authorized Lockout/Tagout Training that incorporates the 1910.147 OSHA Regulation and customer-specific elements into the training material. This training is highly engaging and includes hands-on demonstration practice and group exercises. A Rockford Systems Safety Consultant will set up a meeting to review all customer-specific program elements to be included in the customized training.

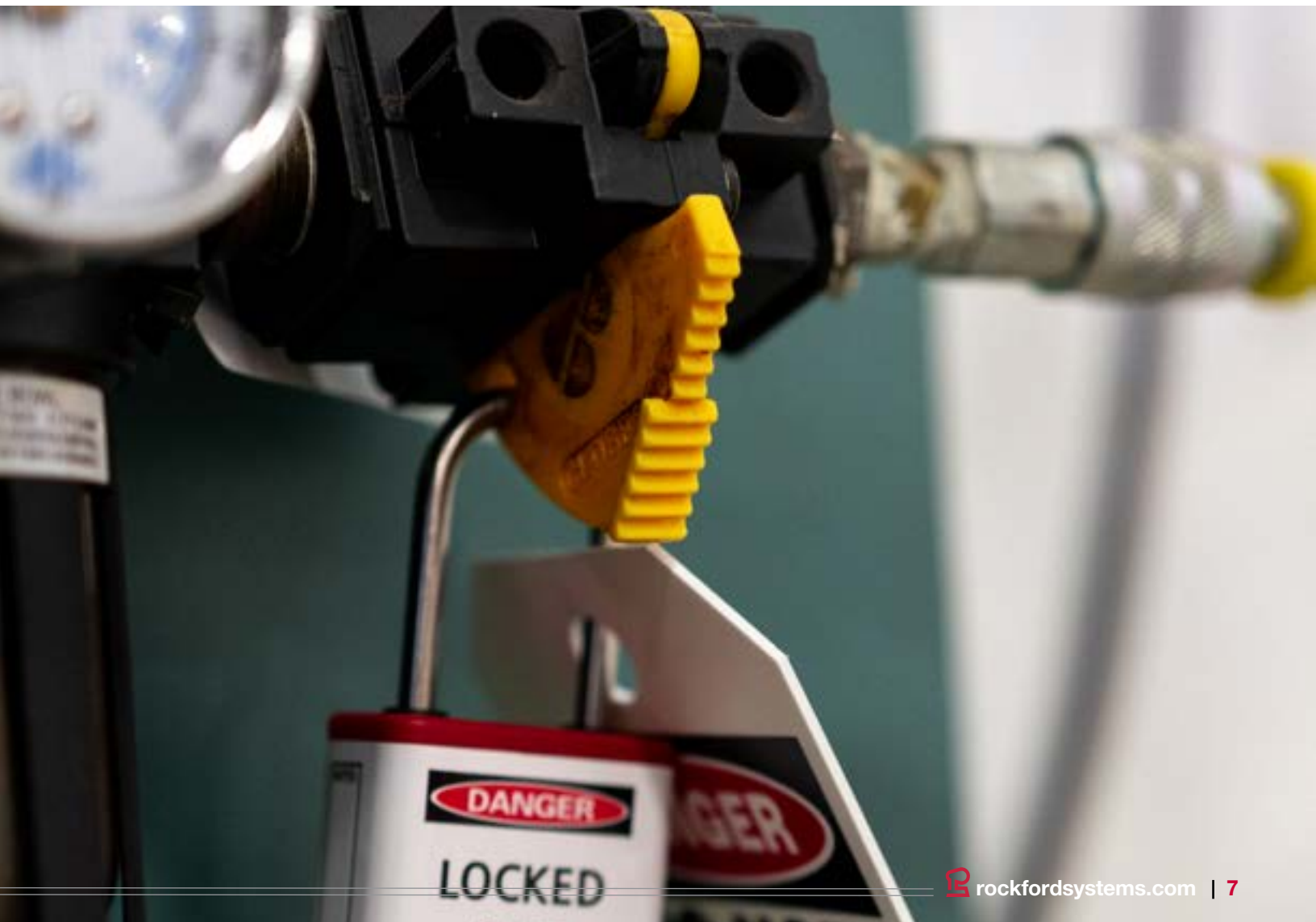
Training consists of the following.



- This course is up to three hours of classroom instruction that is technical and regulatory intensive.
- Includes student exercises and can consist of a hands-on evaluation and written quiz.
- Course size is limited to up to 20 attendees per session.
- Includes all off-site time to develop the training presentation and related materials.

Deliverables

- Student Certificate of Training





Lockout/Tagout Workshops

A fully customized lockout/tagout workshop course is developed based on the OSHA 1910.147 regulation, company policies/procedures, and industry best practices. Instruction includes a full review of regulatory requirements, including standard interpretations and some aspects of the ANSI z244.1 standard, to give the students a deep understanding of lockout/tagout. Effective training techniques and teach-backs are included that enable students to deliver authorized training with confidence effectively.

Service includes the following elements.



- The training consists of a four-hour lockout/tagout course for students. The course covers all material to enable students to deliver lockout/tagout training to the authorized workforce competently.
- Service includes one day on-site to fully understand the lockout/tagout processes and procedures to effectively build the customized training program.
- Course size is limited to up to 15 attendees per session.

Deliverables

- Student Certificate of Training
- A training package includes a Customized Authorized training course with speaker notes, Student Quiz, Student Exercises, Hands-on Evaluation, and Reference Material.



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