



LOCKOUT PROCEDURE

Asset ID#: AWS-130-03-002

SLUDGE PUMP #1, BASINS 3 AND 4

SLUDGE BUILDING BASEMENT

Created On: 1/19/2010
Rev Date:

Purpose: For use by trained and authorized employees only. If you have questions contact your supervisor.



⚠ DANGER
 Arc Flash and Shock Hazard
 Appropriate PPE Required
 Highest HRC Level In This Procedure
HRC 2*
 Based on NFPA 70E 2009 Edition
 Hazard/Risk Category Classifications Table

Locks Required 4

Lockout Hardware Needed:

- Locks and Tags as Required
- 2 Cable LO Device 6 ft

Field Verification

NOTICE: Prior to the initiation of this lockout procedure notify Operators, Operator Supervisors, and other Affected Personnel in the work area. Bring equipment to a neutral state utilizing normal stopping procedures.

Step	Photo	Description
1		<p>TASK Perform Task Sludge Pump #1 Control Switches Located in Basement Near Pump</p> <p>Perform The Following Tasks Flip switch to the LOCAL position and push stop button.</p> <p>Visually confirm pump shaft has stopped rotating.</p>
2		<p>E130-11 Electrical 480 VAC SLUDGE PUMP 1 BREAKER Located on MCC-SPS1 in Sludge Pumping Station Bldg <i>Fed By E130-06 Main Breaker on this MCC</i></p> <p>Perform The Following Tasks Place disconnect in the OFF position, attach lockout lock and danger tag. Test the disconnect to be sure it cannot be moved to the ON position.</p> <p>WARNING: BUS BAR AT BACK OF THIS BUCKET STILL ENERGIZED! Attempt to start pump, no activity should occur. A Qualified Person must open MCC bucket door and visually confirm disconnect is open and check to insure 0 volts inside panel and at motor unit.</p>






LOCKOUT PROCEDURE

Asset ID#: AWS-130-03-002

SLUDGE PUMP #1, BASINS 3 AND 4

SLUDGE BUILDING BASEMENT

Created On: 1/19/2010
Rev Date:

Step	Photo	Description
3		<p>V130-01 Sludge Sludge Pump #1 Suction Shutoff Valve Located in Sludge Building Basement</p> <p>Perform The Following Tasks</p> <p>Using valve wrench, turn valve stem clockwise to the closed position. Wrap valve stem and piping with cable lockout device. Attach appropriate color coded lock and danger tag.</p> <p>Test the valve to be sure it cannot be moved to the "open" position.</p>
4		<p>V130-02 Sludge Sludge Pump #1 Suction Shutoff Valve Located in Sludge Building Basement</p> <p>Perform The Following Tasks</p> <p>Using valve wrench, turn valve stem clockwise to the closed position. Wrap valve stem and piping with cable lockout device. Attach appropriate color coded lock and danger tag.</p> <p>Test the valve to be sure it cannot be moved to the "open" position.</p>
5		<p>V130-03 Sludge Sludge Pump #1 Discharge Shutoff Valve (6PL-SP1-1) Located in Sludge Building Basement</p> <p>Perform The Following Tasks</p> <p>Turn wheel valve clockwise to the closed position. Wrap wheel valve and piping with cable lockout device. Attach appropriate color coded lock and danger tag.</p> <p>Test the valve to be sure it cannot be moved to the "open" position.</p>

Be sure to return operating control(s) to neutral or "off" position after verifying the isolation of the equipment.

Equipment is now Locked Out - Perform Servicing and/or Maintenance

Release of Lockout/Tagout - Restoring Equipment to Service:

- (1) COMMUNICATE to all Affected Employees
- (2) VERIFY the safety of the area
- (3) ENSURE the safety devices and guards are in place
- (4) RETURN system functions to a neutral state
- (5) REMOVE your lock and tag
- (6) COMMUNICATE system re-energization
- (7) RE-ENERGIZE and test equipment



LOCKOUT PROCEDURE

Asset ID#: AWS-130-04-001

SLUDGE PUMP #2, BASINS 3 AND 4

SLUDGE BUILDING BASEMENT

Created On: 1/19/2010
Rev Date:

Purpose: For use by trained and authorized employees only. If you have questions contact your supervisor.



⚠ DANGER
Arc Flash and Shock Hazard
Appropriate PPE Required
 Highest HRC Level In This Procedure
HRC 2*
*Based on NFPA 70E 2009 Edition
 Hazard/Risk Category Classifications Table*

Locks Required 3

Lockout Hardware Needed:

Locks and Tags as Required

2 Cable LO Device 6 ft

Field Verification

NOTICE: Prior to the initiation of this lockout procedure notify Operators, Operator Supervisors, and other Affected Personnel in the work area. Bring equipment to a neutral state utilizing normal stopping procedures.

Step	Photo	Description
1		<p>TASK Perform Task Sludge Pump #2 Control Switches Located in Basement Near Pump</p> <p>Perform The Following Tasks Flip switch to the LOCAL position and push stop button.</p> <p>Visually confirm pump shaft has stopped rotating.</p>
2		<p>E130-12 Electrical 480 VAC SLUDGE PUMP 2 BREAKER Located on MCC-SPS1 in Sludge Pumping Station Bldg <i>Fed By E130-06 Main Breaker on this MCC</i></p> <p>Perform The Following Tasks Place disconnect in the OFF position, attach lockout lock and danger tag. Test the disconnect to be sure it cannot be moved to the ON position.</p> <p>WARNING: BUS BAR AT BACK OF THIS BUCKET STILL ENERGIZED! Attempt to start pump, no activity should occur. A Qualified Person must open MCC bucket door and visually confirm disconnect is open and check to insure 0 volts inside panel and at motor unit.</p>







LOCKOUT PROCEDURE

Asset ID#: AWS-130-04-001

SLUDGE PUMP #2, BASINS 3 AND 4

SLUDGE BUILDING BASEMENT

Created On: 1/19/2010
Rev Date:

Step	Photo	Description
3		<p>V130-04 Sludge Cable LO Device 6 ft </p> <p>Sludge Pump #2 Suction Valve (6PLSP2-2) Located in Sludge Bulding Basement</p> <p>Perform The Following Tasks</p> <p>Turn wheel valve clockwise to the closed position. Wrap wheel valve and piping with cable lockout device. Attach appropriate color coded lock and danger tag.</p> <p>Test the valve to be sure it cannot be moved to the "open" position.</p>
4		<p>V130-05 Sludge Cable LO Device 6 ft </p> <p>Sludge Pump #2 Discharge (6PLSP2-1) Located in Sludge Bulding Basement</p> <p>Perform The Following Tasks</p> <p>Turn wheel valve clockwise to the closed position. Wrap wheel valve and piping with cable lockout device. Attach appropriate color coded lock and danger tag.</p> <p>Test the valve to be sure it cannot be moved to the "open" position.</p>

Be sure to return operating control(s) to neutral or "off" position after verifying the isolation of the equipment.
Equipment is now Locked Out - Perform Servicing and/or Maintenance

Release of Lockout/Tagout - Restoring Equipment to Service:

- | | |
|---|--|
| (1) COMMUNICATE to all Affected Employees | (5) REMOVE your lock and tag |
| (2) VERIFY the safety of the area | (6) COMMUNICATE system re-energization |
| (3) ENSURE the safety devices and guards are in place | (7) RE-ENERGIZE and test equipment |
| (4) RETURN system functions to a neutral state | |