

## LOCKOUT PROCEDURE DEVELOPMENT INFORMATION

OSHA (occupational health and safety administration) 29 CFR (code of federal regulations) 1910.147 requires that each company develop, maintain, and follow a lock-out / tag-out procedure for employees and equipment. This procedure must be followed prior to performing maintenance or service work or entering any hazard area that may exist. The following is merely a guideline for creating a company / equipment specific lock-out / tag-out procedure and is not intended to supplant either the specific company procedure or OSHA regulation 29 CFR 1910.147 and 29 CFR 1910.147 appendix A

1. All affected employees shall be notified that equipment is being shut down and locked out prior to performing service or maintenance.
2. The equipment, if operating, shall be shut down by normal means and the energy-isolating device shall be de-activated to isolate the equipment from the energy source. Isolation shall include:

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- a) removing the key from the key-lock ON-OFF switch on the baler control box
  - b) turning off disconnect and affixing a lock, securing disconnect in the off position
  - c) affixing a tag to the lock, clearly identifying the individual who locked out the machine, warn against hazardous conditions, and actions required to avoid hazardous conditions, such as, "Do not operate"
  - d) placing operating equipment in such a position as not to be subject to possible free fall and/or installing additional blocking devices to prevent freefall. See drawing number AB340367 in user manual
  - e) relieving stored hydraulic or pneumatic pressure, after blocking devices are installed

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3. Equipment isolation shall be verified by activating the normal operating controls, ensuring first that no personnel are exposed (insure operating controls are returned to the neutral or "off" position after verifying the isolation of the equipment).
  4. When the servicing or maintenance is completed, only after checking that the equipment is ready to operate, ensuring that the surrounding area is clear, that employees are safely positioned or removed from the area, and verifying that controls are in neutral, shall the lockout devices be removed and the equipment be re-energized. Tags and locks must be removed by the same person who attached them.
  5. Affected employees shall be notified that the servicing or maintenance has been completed and the equipment is ready for use.
    - Philadelphia Tramrail Company strongly recommends that current and applicable ANSI and OSHA standards be made available to operators at all times. At time of writing the applicable standard is OSHA Standard 29 CFR 1910.147 / 1910.147 appendix A. Also reference ANSI Z245.5, others may also apply.

# Baler Operational And Repair Safety Instructions

**WARNING:** DO NOT OPERATE BALER WITHOUT THOROUGH UNDERSTANDING OF INSTRUCTIONS.

**DAILY:** PERFORM SAFETY CHECK TO ENSURE PROPER INTERLOCK FUNCTION

**ONLY AUTHORIZED PERSONNEL SHOULD BE ALLOWED TO OPERATE THIS BALER**

Keys to this machine should be removed between use to prevent unauthorized operation.  
**Federal regulation prohibits use of this machine by people under the age of 18.**

**DO NOT ATTEMPT TO DEFEAT THE PURPOSE OF ANY SAFETY SWITCH!**  
Immediately replace any switches that are found not to be in proper working condition

**DO NOT OPERATE BALER UNLESS GATE IS FULLY CLOSED**

**KEEP CLEAR OF THE BALER WHILE EJECTING A BALE**



**THE BALER SHOULD NEVER BE ENTERED OR SERVICED WITHOUT FOLLOWING THE LOCK-OUT TAG-OUT PROCEDURE**

The baler should not be restarted until all workers have exited the baler and moved out of the way of all moving components.

**Lock-out procedure is listed on the back of this page.**



**ONLY AUTHORIZED PERSONNEL SHOULD BE ALLOWED TO OPEN THE PANEL BOX**

Baler operates with high voltage, and should not be serviced by people who are not certified to do so.

**Lock-out procedure must be used before opening panel box.**



**BEWARE OF MOVING COMPONENTS**

The gate and door should not be opened at anytime while the ram is advancing under pressure. The user should stand away from baler while in operation, and should never reach into the machine in any way.



**DO NOT CLIMB THE BALER UNDER ANY CIRCUMSTANCE**

User should also be familiar with applicable safety codes, including those issued by ANSI, OSHA, UL, NFPA, etc.

**NOTICE: WHEN CHANGING CYLINDER, PERFORMING HYDRAULIC SERVICE, OR PERFORMING STRUCTURAL REPAIRS**

Be absolutely sure to fully support the ram. Suggested method shown on drawing AB340367 in the user manual

Balers that are found not to be operating safely, must be **IMMEDIATELY** reported to **PTR Baler and Compactor**

**AT: (800) 523-3654**

**LOCK-OUT PROCEDURE IS LOCATED ON THE FOLLOWING PAGE**

