

Hurricane Fire & Rescue

Operation Guidelines

Subject
Guideline Number
Adopted
Effective Date
Pages

Lockout/Tag out
800.501
March 1, 2007
April 7, 2007
1

Purpose: When a situation arises that creates the need for a "lockout/tag out," i.e., gas leak, electrical hazard, elevator rescue, etc.

Scope: Emergency Response Personnel

Responsibility: It is the responsibility of the Officer in Charge to ensure the proper scene safety is adhered to.

- A. The Officer of the first due engine-company or Incident Commander will secure any keys from the lockout/tag out locks until the situation has been deemed safe.
- B. The Officer provides the owner/occupant or responsible party with department phone numbers.
- C. The key will be tagged with the following information:
 - 1. Address and incident number
 - 2. The reason for the lockout/tag out
 - 3. The agencies affected (if known), i.e., gas company, elevator companies, water department, etc.
- F. The key will be placed in the lock box upon return to the station, where it will remain until the proper authority assumes responsibility for the key.