

2.6 Group LOTO Procedure

When servicing and/or maintenance is performed by two or more authorized individuals, a procedure must be utilized which affords all involved personnel with a level of protection equivalent to that provided by the implementation of a personal LOTO device. All group LOTO written procedures must at a minimum meet the OSHA Group LOTO requirements found in [29 CFR 1910.147\(f\)\(3\)](#).

Some group LOTO operations may involve multiple authorized individuals and multiple energy-isolation points. In these situations, a primary authorized individual should be designated with the primary responsibility for all other authorized individuals working under the group LOTO device(s). Primary authorized individuals must possess a high level of machine or equipment proficiency and experience and should be PIs or Technicians. The primary authorized individual must implement and coordinate the LOTO of hazardous energy sources and verify that the steps taken, in accordance with the specific written energy control procedure, have in fact isolated the machine or equipment effectively from the hazardous energy sources. This must be accomplished before any additional authorized individuals participating in the group LOTO apply their personal lockout device (either at each energy-isolation device, or to a group LOTO box), and before performing any servicing or work activities.

In addition to the primary authorized individual, each authorized individual participating in the group LOTO must be informed of their right to verify the effectiveness of the lockout measures. Each authorized individual must be given an opportunity to personally verify that hazardous energy sources have been effectively isolated.

Each authorized individual must apply a personal lockout or tagout device to the group lockout device or group lockbox before he or she begins work, and must always remove those devices when he or she finishes working on the machine or equipment being serviced or maintained. It is critical that each authorized individual understands the hazards of the work and how to control those hazards effectively. Furthermore, it is required that authorized individuals have knowledge regarding the type and magnitude of the energy, the hazards of the energy to be controlled, and the procedure to be used to control the hazardous energy.

**Example of properly applied Group Lockout involving two authorized individuals.
One hasp is applied to a lockout point with two individual locks:**

